



City of Beverly Hills
Traffic and Parking Commission

Meeting of February 7, 2013

TO: Traffic and Parking Commission
FROM: Russell S. Platamone - Parking Services Manager
SUBJECT: Parking Services Quarterly Report

Attachment A

2012 – 2013 Quarterly Report

Attachment B

2012 Halloween Report

Attachment C

New Administrative Citation

- 1) The Administrative Citation is complete and has gone to the printers. Waiting for return. Files to be constructed. Training for PCO's on handling and adjudication. Payment procedures to be finalized with Finance Department once printing and training are complete. Estimate time frame for implementation is March 2013.

Attachment

A



**BEVERLY HILLS PARKING ENFORCEMENT
MONTHLY STATISTICAL REPORT
2012 - 2013
Attachment A**

		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	
STAFFING & CITATION ISSUANCE	STAFFING														
	DIRECTOR / MANAGER	2	2	2	2	2	2							-----	
	ENFORCEMENT STAFF														
	SUPERVISORS (4)	4	4	4	4	4	4							-----	
	PCO OFFICERS (3)	2	2	2	2	2	2							-----	
	PEO OFFICERS (24)	21	21	21	20	22	22							-----	
	VACANCIES	4	4	4	4	2	3							-----	
	INJURY/IOD	0	0	0	1	1	0							-----	
	CITATION ISSUANCE														
	2009/2010	16,372	14,405	12,269	13,198	11,075	11,727	11,104	11,037	12,755	11,429	11,847	13,233	150,451	
	2010/2011	11,785	12,546	10,648	12,400	10,758	10,182	10,901	10,223	10,595	9,367	10,016	10,016	129,437	
	2011/2012	10,308	12,622	11,084	11,779	10,121	10,920	10,489	10,317	10,007	8,012	8,487	8,854	123,000	
	2012/2013	9,114	9,970	8,133	9,846	8,027	9,149								

ENFORCEMENT	VALET													
	ISSUED PERMITS	39	39	39	45	45	46							-----
	CURRENT VALID PERMITS	32	35	34	44	43	42							-----
	PENDING PERMITS	7	4	5	1	2	4							-----
	VALET ENFORCEMENT													
	INSPECTION CHECK'S	98	92	73	74	100	86							
	CITATIONS	1	1	5	1	1	1							
	VEHICLES TOWED	0	1	1	0	0	0							
	WARNINGS	0	1	2	0	0	3							
	SHORT TERM VALETS	2	10	21	6	7	28							
	TAXI													
	BEVERLY HILLS FLEET	60	60	60	60	60	60							-----
	ITOA FLEET	58	58	58	58	58	58							-----
	INDEPENDENT FLEET	27	27	27	27	27	27							-----
	TAXI ENFORCEMENT													
	IN FIELD INSPECTIONS	0	6	3	0	2	5							16
	CITATIONS	0	6	2	1	1	0							10
	WARNINGS	0	0	1	0	0	0							1
	DISABLED PLACARD													
	CONTACTS	12	20	19	13	9	4							77
CHECKED OKAY	0	0	0	0	0	0							0	
INVALID PLACARD	7	10	14	12	8	4							55	
MISUSE OF PLACARD	5	10	3	1	1	0							20	
EXPIRED PLACARD	0	0	2	0	0	0							2	

COMMENTS:

Attachment

B



Office of Communications
City of Beverly Hills
455 N. Rexford Dr.
Beverly Hills, CA 90210-4817
(310) 285-2438
www.beverlyhills.org

For Immediate Release
October 21, 2012
Contact:
(310) 285-2500

City of Beverly Hills Announces Halloween Parking Regulations

Beverly Hills, CA – In response to resident requests, the City of Beverly Hills is establishing “No Parking, Except by Permit” tow-away zones on Halloween evening, Saturday, October 31, 2012 in residential areas most impacted by the West Hollywood Carnival. Parking restrictions will be in effect from 4:00 p.m., October 31 through 2:30 a.m., November 1.

In general, all parking regulations throughout the City will be enforced on Halloween.

Additional restrictions for the neighboring streets bordering the City of West Hollywood (*Please see attached map*) will be erected with *“Tow-Away No Parking, Except by Permit”* temporary signs on Halloween evening.

Residents will receive three parking permits for themselves and their guests during Halloween evening. If more than three permits are required, requests can be made to the Department of Public Works & Transportation at (310) 285-2500.

For any issues that arise during Halloween night, the parking exemption line will be operational until 1:00 a.m. at (310) 285-2548.



2012 Halloween Parking Regulations on your block

In response to resident requests, the City of Beverly Hills is establishing "No Parking, Except by Permit" tow-away zones on Halloween evening, Wednesday, October 31, 2012 in residential areas most impacted by the West Hollywood Halloween Costume Carnival. As shown on the map on the reverse side of this notice, your street will be part of this temporary permit parking zone. Parking restrictions will be in effect from 4:00 p.m., October 31 through 2:30 a.m., November 1, 2012.

Included with this notice are three temporary permits for residents and their guests during Halloween evening. Please display the permit on the driver side dashboard to park on-street during Halloween night. **Vehicles not displaying permits may be subject to citation (BHMC 7-1-5B \$285.00) and/or towing.** *Please note that the permit is not valid during the Overnight parking prohibition starting at 2:30 a.m.*

If you need more than three permits, please contact the Public Works & Transportation Department at (310) 285-2500 by Friday, October 19th and we will mail them to you. After October 19th, permits can be picked up at the Public Works Building located at 345 Foothill Road, during business hours 8:00 a.m. – 5:00 p.m., Monday through Friday. Please bring a current picture identification and proof of residency (e.g., current gas or electric bill).

We hope that the special parking regulations will facilitate a safe and enjoyable Halloween in your neighborhood. For more information please visit www.beverlyhills.org/halloweenparking. For any issues that arise during Halloween night, the parking exemption line will be operational until 1:00 a.m. at (310) 285-2548.

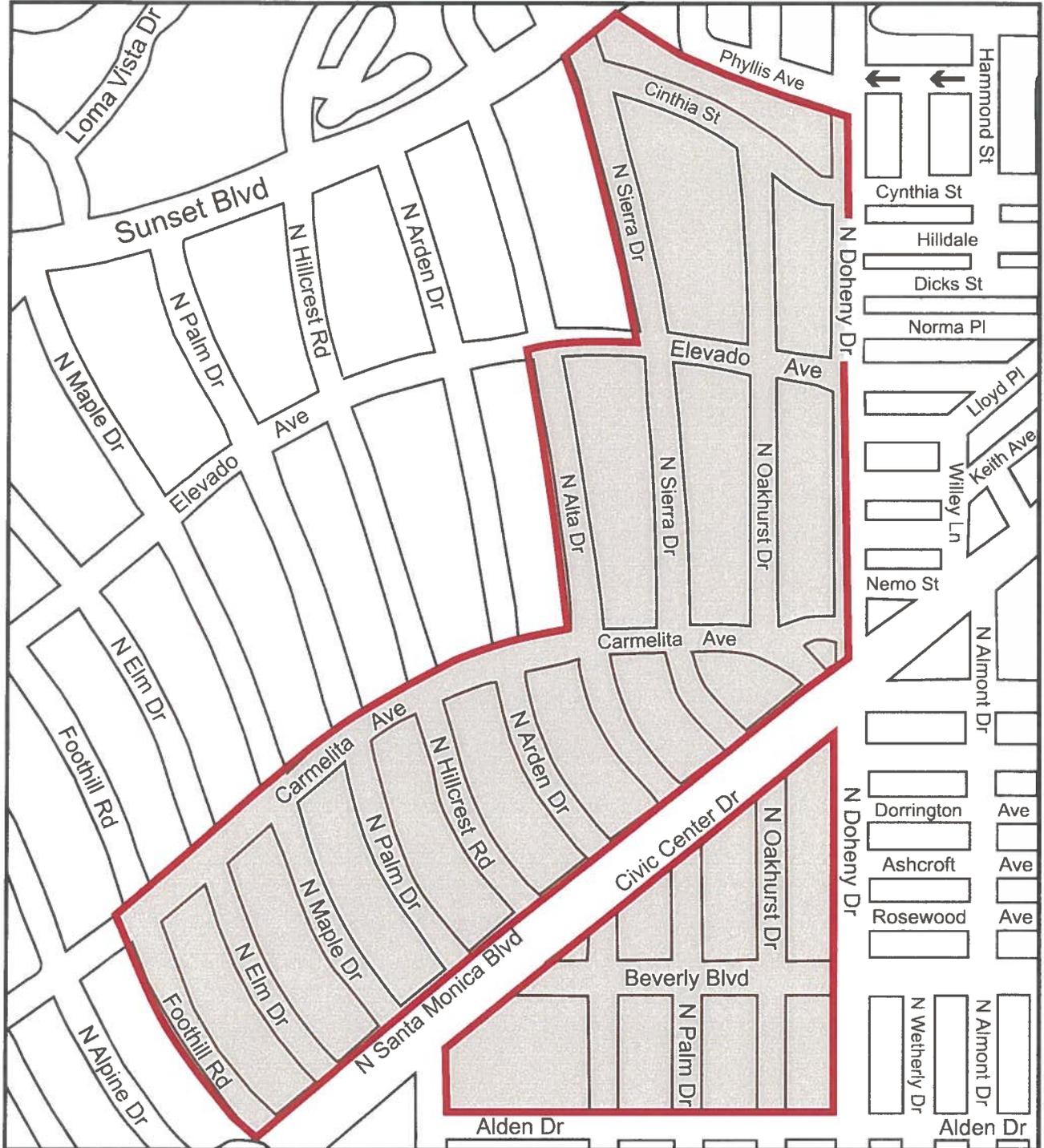
Thank you,

Public Works & Transportation Department

10/10/2012

Halloween Parking Map

The street blocks within the shaded area will be restricted except by permit on Halloween night.



↑ North

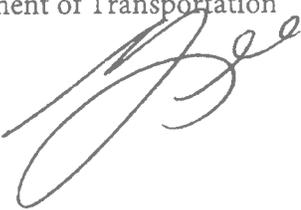


CITY OF BEVERLY HILLS

POLICE DEPARTMENT

MEMORANDUM

TO: All Police Department Personnel;
Russell Platamone, Parking Services Manager,
Parking Enforcement Division, Department of Transportation

FROM: David L. Snowden, Chief of Police 

DATE: October 22, 2012

SUBJECT: Halloween Special Event Parking Restriction – October 31, 2012

Due to the planned Halloween event activities in West Hollywood on October 31, 2012, (which include the closing of Santa Monica Blvd, between Doheny Drive and San Vicente Blvd), extreme traffic congestion is expected in the adjacent residential areas.

Per BHMC Section 7-1-5B, I am ordering a Special Event Parking Restriction in the residential areas that border West Hollywood (See attached map).

The time frame on the restrictions will be: 10/31 4:00 pm to 11/1 2:30 am. Temporary signs will be posted prohibiting the parking on these streets. Residents and approved guests are exempted by permit.

HALLOWEEN

PARKING PERMIT



TEMP.



NO PARKING EXCEPT BY PERMIT

OCT. 31 at 4:00 PM

TO

NOV. 1 at 2:30 AM

PLEASE DISPLAY THIS PERMIT ON THE DRIVER'S SIDE DASHBOARD

It shall be unlawful for any person to sell, rent or lease, or cause to be sold, rented or leased, for any value or consideration this preferential parking permit.

HALLOWEEN

PARKING PERMIT



TEMP.



NO PARKING EXCEPT BY PERMIT

OCT. 31 at 4:00 PM

TO

NOV. 1 at 2:30 AM

PLEASE DISPLAY THIS PERMIT ON THE DRIVER'S SIDE DASHBOARD

It shall be unlawful for any person to sell, rent or lease, or cause to be sold, rented or leased, for any value or consideration this preferential parking permit.

Halloween Special Detail

Summary Report

Supervisor #747

The week of October 31, 2012, I was in charge of planning and implementing the Halloween Parking Enforcement detail for The Department of Transportation. I recruited, prepped, and deployed 10 PEO's to work overtime the evening of the 31st.

Enforcement of the Halloween restricted area began at about 1900hrs. All officers working this special detail reported for duty at 1800hrs in the PW conference room. Two man enforcement teams were assigned. Route assignments and instructions for the night's enforcement were given. Roll call concluded at 1840hours and teams were deployed.

At approximately 1930hrs I, (Supervisor #748) along with Supervisor #747, Supervisor #745 and PCO #740 responded per dispatch to the 9200 block of Civic Center Dr at N. Palm Dr. to assist BHPD in determining if unauthorized use of city property was occurring at this location. On arrival we observed that a portion of the fence had been separated and rolled back and that a makeshift driveway had been created allowing access to the property. We also observed a male subject operating as a flagman directing cars onto the lot and a female subject standing at the location who stated that she was charging the public \$20 to park their car at this lot.

The Parking Services Manager and the Director of Parking Operations were contacted and it was determined that the property at this location is partly owned by the City of Beverly Hills and that the two subjects, one male and one female were not authorize to park vehicles at this location. The male subject was arrested on a warrant not related to this matter and the female subject was questioned and released.

The Director of Parking Operations had a parking attendant come to the location to get the information (driver's license and license plate) of each person that returned to the location to pick up their car. There was a count of 33 vehicles on the lot when the parking attendant arrived.

AT 2145hrs Supervisor #747 and I responded per dispatch to 9167 Carmelita Ave to speak with a resident about an exemption code discrepancy. On arrival we met with PEO #734 and #706 and they explained to us that one of the resident's guests gave them a Halloween parking permit and the resident made photo copies for the rest of their guest. We did not make contact with the resident or issue citation to any of the guest.

At 2200hrs we patrolled the restricted area north of Santa Monica Blvd conducting safety checks on the PEO's. All were accounted for and code 4. AT 2350hours PCO #740 and I assisted the parking attendant posted at Civic Center Dr. /Palm Dr. All PEO'S were cleared to 10-42 at 0000hrs. PCO #740 was cleared to 10-42 at 0100hrs.

Overall I felt the detail went well. However, next year it would be to our advantage to discuss with the city the possibility of creating some type of security feature for our Halloween parking permits.

Halloween Sign/Post Count

Supv. #748

Street	West Side Count	East Side Count	Street Count Total
N. Doheny Dr/800 Blk	5	0	5
N. Doheny Dr/700 Blk	7	0	7
N. Doheny Dr/600 Blk	11	0	11
N. Doheny Dr/400 Blk	10	0	10
400 N. Doheny Dr. s/o Beverly Blvd	3	0	3
N.Oakhurst Dr/700 Blk	7	7	14
N.Oakhurst Dr/600 Blk	10	10	20
N.Oakhurst Dr/400 Blk btw Civic ctr/Beverly	9	12	21
N.Oakhurst Dr/700 Blk btw Beverly Bl/Alden	8	10	18
N. Sierra Dr/700 Blk	8	7	15
N. Sierra Dr/600 Blk	11	11	22
N. Sierra Dr/500 Blk	6	6	12
N. Alta Dr/600 Blk	8	8	16
N. Alta Dr/500 Blk	6	6	12
N. Arden Dr/500 Blk	6	7	13
N.Hillcrest Rd/500 Blk	6	7	13
N. Palm Dr/500 Blk	6	7	13
N. Palm Dr/400 Blk btw Civic ctr/Beverly	7	7	14
N. Palm Dr/400 Blk btw Alden Dr/Beverly	9	9	18
Maple Dr/500 Blk	7	9	16
Maple Dr/400 Blk btw Civic ctr/Beverly Blvd	4	4	8
N. Elm Dr/500 Blk	6	7	13
N. Foothill Rd/500 Blk	8	7	15
N. foothill Rd/400 Blk	4	0	4
9200 Civic ctr btw foothill Rd/Beverly Bl	4	0	4
Totals	176	141	317

Paperboard signs = 105

**Halloween Detail
Wednesday, October 31, 2012**

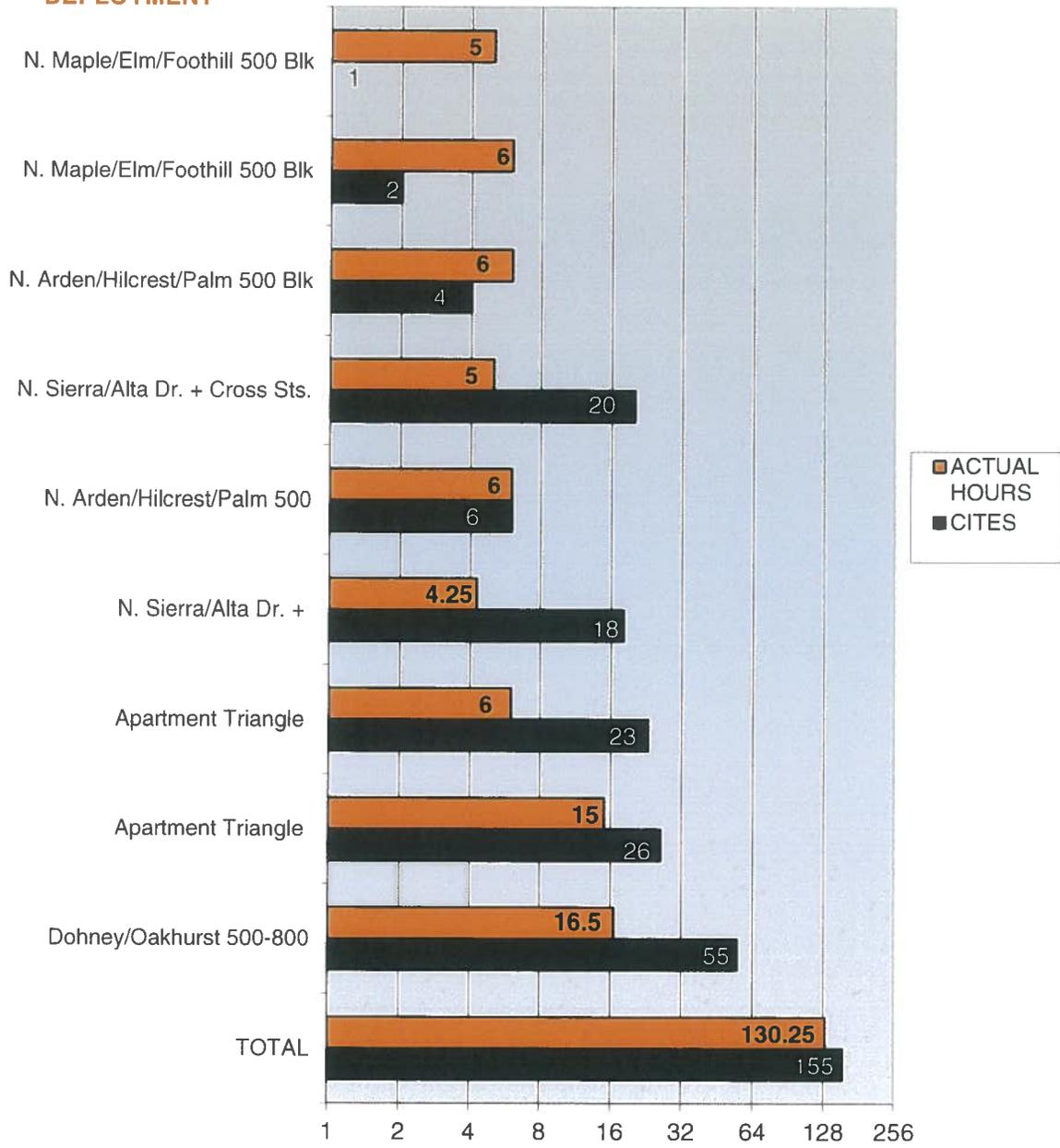
Badge Number		Assigned Area	Cites Issued	Hours worked	Regular Hours	Overtime Hours
#716		Apartment Triangle(Civic Ctr Dr)	26	15	10	5
#709		Apartment Triangle(Civic Ctr Dr)	24	6		6
#701		N. Sierra / Alta Dr. + cross steets	23	4.25	1.5	4.25
#738		N.Arden/Hillcrest/Palm(500 blk)	6	6		6
#739		N. Sierra / Alta Dr. + cross steets	24	5	1	5
#712		N.Arden/Hillcrest/Palm(500 blk)	4	6		6
#742		N.Maple/Elm/foothill(500 blk)	2	6		6
#704		N.Maple/Elm/foothill(500 blk)	1	5	1	5
#734		N. Doheny/Oakhurts(500/800 blk)	30	11.5	10	1.5
#706		N. Doheny/Oakhurts(500/800 blk)	25	5	10	5
#740		9200 Civic Center/Palm - City Lot	0	12.5	10	2.5
Sub Total			165	82.25	43.5	52.25
Supv.#748			0	16	10	6
Supv. #747			0	16	10	5.5
Supv. #745			0	16	10	5.5
Grand Total			165	130.25	73.5	69.25

Enforcement teams were deployed as follows;

- Team A = PEO #716/#709 – The Apartment Triangle.(N/S of Civic Center Dr included)
- Team B = PEO #734/#706 – N. Doheny/N. Oakhurst(500 /800 blk + cross streets).
- Team C = PEO #701/#739 – N. Sierra Dr. / N. Alta Dr. (500/700 blk + cross streets).
- Team D = PEO #712/#738 – N. Arden Dr. / N. Hillcrest Rd. / N. Palm Dr.(500 block)
- Team E = PEO #742/#704 – N. Maple Dr. / N. Elm Dr. / N. Foothill Dr.(500 block)

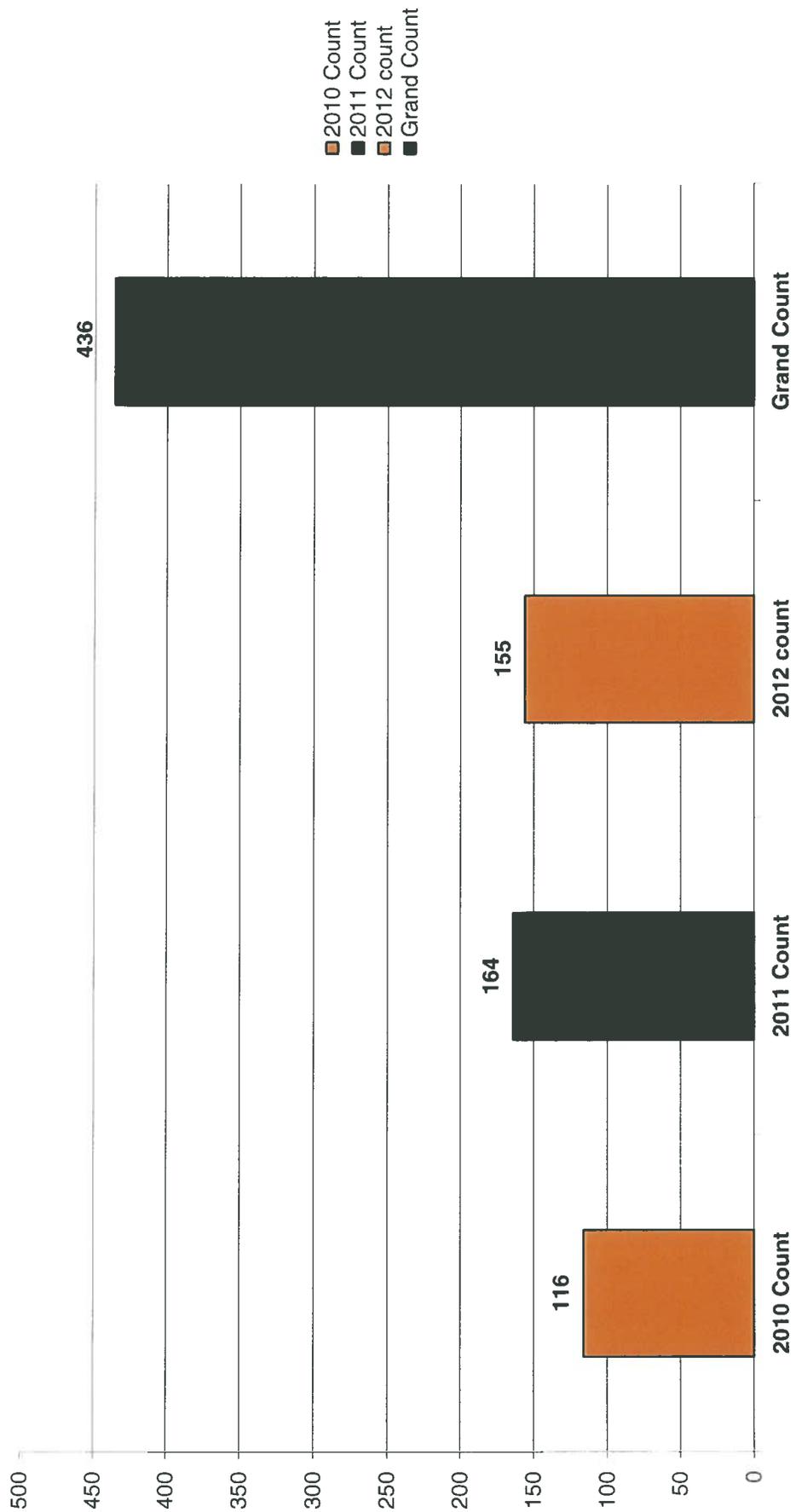
HALLOWEEN DETAIL 2012

OFFICER DEPLOYMENT



	TOTAL	Dohney/Oakhurst 500-800	Apartment Triangle	Apartment Triangle	N. Sierra/Alta Dr. +	N. Arden/Hilcrest/Palm 500	N. Sierra/Alta Dr. + Cross Sts.	N. Arden/Hilcrest/Palm 500 Blk	N. Maple/Elm/Foothill 500 Blk	N. Maple/Elm/Foothill 500 Blk
ACTUAL HOURS	130.25	16.5	15	6	4.25	6	5	6	6	5
CITES	155	55	26	23	18	6	20	4	2	1

**HALLOWEEN SPECIAL EVENT DETAIL
COMPARISON CHART & TOTALS
2010 - 2012**



Attachment

C



CITY of BEVERLY HILLS
DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION
Parking Services Division

ADMINISTRATIVE CITATION

Violation Date / /	Time () AM () PM	Day of Week S M T W T F S	() Taxi () Valet () Permit () Other	Case Number:
Name: (First Middle Last)				
Address				
City		State		Zip Code
Drivers License No.		State	Class	Birth Date / / Age
City of Beverly Hills ID Card No.		ID Issued Date / /	ID Expiration Date / /	
Sex	Hair	Eyes	Height	Weight
Business		Business Phone Number		
Vehicle License No. / VIN		State	Vehicle No.	Vehicle Permit No. Vehicle Permit Jurisdiction (City/County)
Yr of Vehicle	Make	Model	Body Style () 2 DR () Van () Limo () SUV () 4 DR () Truck () Bus () Other	Color
Location of Violation(s)				

The following violation(s) of the Beverly Hills Municipal Code (BHMC) have been observed/identified on the date and time noted above:

BHMC Violated	Violation Description	Violation History for BHMC Section	Citation Amount
BHMC Violated	Description	() First () Second () Third +	\$
BHMC Violated	Description	() First () Second () Third +	\$
BHMC Violated	Description	() First () Second () Third +	\$
BHMC Violated	Description	() First () Second () Third +	\$
BHMC Violated	Description	() First () Second () Third +	\$

PAYMENT OF THE FINE(S) SHALL BE MADE WITHIN 20 DAYS OF THE DATE OF THIS ADMINISTRATIVE CITATION.
IMPORTANT – PLEASE ENCLOSE THE ATTACHED COPY OF THIS CITATION WITH YOUR PAYMENT.
 Make all checks, cashier's checks or money orders payable to "CITY OF BEVERLY HILLS" for the total amount due.
 You may pay your citation by mail or in person at:

City of Beverly Hills
 Parking Services Manager/Enforcement
 345 Foothill Road
 Beverly Hills, CA 90210

For questions regarding this citation, please call (310) 285-2500. The failure of any person to pay the fine within the time specified will result in penalty and interest charges in addition to the fine amount. See the back of this citation for information on late payment charges.

Officer Name	Serial No
Officer Signature	Date / /

By my issuance of this Administrative Citation you are hereby ordered to immediately cease the commission of the Municipal Code violation(s) notes above.

Violator Signature	Date / /
--------------------	----------

See reverse side for additional information and instructions on contesting this citation

Original – City Copy

Yellow – Violator Copy

Pink – Office Copy

Administrative Citation: You have been issued an Administrative Citation pursuant to Article 3, Chapter 3, of Title of the Beverly Hills Municipal Code. If you continue or repeat the commission of the Municipal Code violation listed on this Administrative Citation, the City may issue to you another citation or pursue any other legal remedy available to the City against you.

Late Payment Charges: The amount of the administrative fine being imposed upon you for violation(s) of the Municipal Code is listed on the front of this Administrative Citation. These administrative fines must be paid to the City within twenty (20) days from the date of this Administrative Citation. Any person who fails to pay to the City on or before the due date shall be liable for the payment of the applicable late payment charges as follows: (1) For payments received within 30 days after the due date, a late fee in the amount of 50% of administrative fine due; (2) For payments received more than 30 days after the due date, a late fee in the amount of 50% of administrative fine due, plus an additional 10% of the overdue administrative fine for each month the payment is overdue. The maximum late fee shall be 100% of the overdue administrative fine.

Collection of Administrative Fine: The City may collect any past-due administrative fine or late payment charges by use of any available legal means, including the property lien procedure set forth in the Beverly Hills Municipal Code.

Hearing Process Information: You have the right to contest this Administrative Citation and request a hearing before a Hearing Officer by completing the Request for Hearing portion below. The request should be accompanied by an advance deposit of the fine or notice that a request for an Advance Deposit Hardship Waiver (which is explained below) has been made. The Request for Hearing must be filed within twenty (20) days of the date of this Administrative Citation and can be mailed or delivered in person to: City of Beverly Hills, Parking Services Manager/Enforcement, 345 Foothill Road, Beverly Hills, California 90210. The City's failure to receive the Request for Hearing and the fine or hardship waiver request within twenty (20) days of the date of this Administrative Citation shall constitute a waiver of the right to a hearing. You will be notified of the date and time set for your hearing. A hearing will not be scheduled unless the full amount of the fine is deposited or the City approves the Advance Deposit Hardship Waiver request. If you fail to appear at your hearing, the hearing will proceed without you and you will have been deemed to waive your right to an administrative hearing. This failure may also result in a forfeiture of your deposit of the Administrative Fine and will constitute a failure to exhaust your administrative remedies. If you have any questions, please call 310-285-2500.

Advance Deposit Hardship Waiver If you intend to request a hearing to contest this violation and are financially unable to make the advance deposit of the fine as required, you may file a request for an Advance Deposit Hardship Waiver by completing the portion below and including the documentation requested. This, along with the documentation, must be filed within twenty (20) days of the date of this Administrative Citation and can be mailed or delivered in person to: City of Beverly Hills, Parking Services Manager/Enforcement, 345 Foothill Road, Beverly Hills, California 90210. The decision to issue the waiver is made by the Director of Parking Operations. If the Director of Parking Operations determines that the waiver is not warranted, the person shall remit the full amount of the fine to the City Clerk within ten (10) days of receipt of the Director's written decision. The Director's decision whether to issue a waiver shall be final.

.....
REQUEST FOR ADMINISTRATIVE HEARING

Name _____ Mailing Address _____

City _____ State _____ Phone Number _____

Briefly state the reason(s) you are contesting the citation (you may attach additional pages) _____

I declare under penalty of perjury under the laws of the State of California that my statement and any additional pages attached are true, correct and complete.

Signature: _____ Date: _____

.....
REQUEST FOR ADVANCE DEPOSIT HARDSHIP WAIVER

I, _____ declare under penalty of perjury under the laws of the State of California that I am financially unable to deposit the administrative fine and hereby request an Advance Hardship Waiver Deposit.

Signature: _____ Date: _____

Please provide copies of documents verifying sources of income that demonstrate your financial inability to deposit with the City the amount of the fine in advance of the hearing. Documents may include those that evidence your income from all sources including, but not limited to, paycheck stub, social security, retirement, pension, welfare, alimony, child support and unemployment. You may also submit your most recent Federal income Tax return or if a tax return was not filed a copy of your W-2 form or verification of public assistance. Please also indicate the number of persons you support including yourself (for example, spouse, children and other): _____.