



**BEVERLY HILLS PARKING ENFORCEMENT
MONTHLY STATISTICAL REPORT
2014 - 2015
Attachment A**

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	
STAFFING & CITATION ISSUANCE	STAFFING													
	ENFORCEMENT STAFF	31	31	31										-----
	SUPERVISORS (4)	4	4	4										-----
	PCO OFFICERS (3)	3	3	3										-----
	PEO OFFICERS (24)	23	21	21										-----
	VACANCIES	1	1	1										-----
	INJURY/IOD/SICK	0	1	1										-----
	SPECIAL ASSIGNMENT	1	1	1										-----
	CITATION ISSUANCE													
	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	150,451
	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	129,437
	2012/2013	9,114	9,970	8,133	9,846	8,027	9,149	10,025	10,202	11,129	11,126	9,343	9,466	123,000
	2013/2014	9,807	10,130	8,616	10,755	8,205	8,935	8,690	7,922	9,238	7,935	8,572	9,169	107,974
	2014/2015	8,865	8,960	8,775										26,600
CITATION INDEX	3.08	3.38	2.47										-----	
ENFORCEMENT	VALET PERMITS													
	ISSUED PERMITS	46	46	47										-----
	CURRENT VALID PERMITS	46	45	43										-----
	PENDING PERMITS	0	1	4										-----
	VALET ENFORCEMENT													
	MISDEMEANOR CITATIONS	0	0	2										2
	ADMINISTRATION CITATIONS	0	0	0										0
	PARKING CITATIONS	3	4	4										11
	WARNINGS	1	1	2										4
	INSPECTION CHECKS	70	79	57										206
	SHORT TERM VALETS	0	14	11										25
	TAXI FLEET PERMITS													
	BEVERLY HILLS FLEET	59	59	60										-----
	ITOA FLEET	43	43	43										-----
	INDEPENDENT FLEET	29	29	28										-----
	TAXI ENFORCEMENT													
	MISDEMEANOR CITATIONS	3	2	0										5
	ADMINISTRATION CITATIONS	0	0	0										0
	PARKING CITATIONS	0	0	1										1
	WARNINGS	1	2	0										3
	IN FIELD INSPECTIONS	0	0	4										4
	CITY COMPLAINTS	5	0	0										5
	BEV. HILLS DISCIPLINARY	0	0	0										0
	ITOA DISCIPLINARY	0	0	0										0
UNITED DISCIPLINARY	0	0	0										0	

COMMENTS:



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		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL	
MONTHLY ENFORCEMENT	DISABLED PLACARD														
	TOTAL MONTHLY COUNT														
	TOTAL DP OBSERVATIONS	38	7	2										47	
	IN PERSON CONTACTS	6	2	2										10	
	CHECKED OKAY	1	0	0										1	
	NO CONTACT	31	0	0										31	
	INVALID PLACARD	1	5	0										6	
	MISUSE PLACARD	5	2	2										9	
	CONFISCATED	5	2	2										9	
	SURRENDERED	0	0	0										0	
	DECEASED	0	0	0										0	
	LOST-STOLEN	0	0	0										0	
SWEEP ENFORCEMENT	SPECIAL ENFORCEMENT														
	MONTHLY OCCURRENCE	1	0	0										1	
	STAFF	2	0	0										2	
	TOTAL DP OBSERVATIONS	33	0	0										33	
	IN PERSON CONTACTS	1	0	0										1	
	CHECKED OKAY	1	0	0										1	
	NO CONTACT	31	0	0										31	
	INVALID PLACARD	1	0	0										1	
	MISUSE PLACARD	0	0	0										0	
	CONFISCATED	0	0	0										0	
	SURRENDERED	0	0	0										0	
	DECEASED	0	0	0										0	
	LOST-STOLEN	0	0	0										0	

COMMENTS:



CITY OF BEVERLY HILLS
DEPARTMENT OF PUBLIC WORKS SERVICES
Parking Services Division
ADMINISTRATIVE CITATION

Violation Date / /		Time () AM () PM		Day of Week S M T W T F S		() Taxi () Valet		Case Number:		
Name: (First Middle Last)										
Mailing 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 – YOU WILL RECEIVE A BILL IN THE MAIL AND PLEASE ENCLOSE A 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.
 The Cashier's Office is open Monday through Friday 8:00am to 5:00pm - You may pay your citation by mail or in person at:

City of Beverly Hills
 Finance Department
 455 N. Rexford Drive
 Beverly Hills, CA 90210

For questions regarding this citation, please call (310) 288.2851. The failure of any person to pay the fine within the time specified will result in late fees 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 / /
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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 310-285-2478.

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.

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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: _____

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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): _____.