DATE: December 11, 2018

TO: Mayor and Council Members

FROM: Parking and Enterprise Services Department

SUBJECT: Ordinance Amending Inglewood Municipal Code Section 3-78, Permit Issuance and Use Procedure

RECOMMENDATION:
It is recommended that the Mayor and Council Members introduce an ordinance amending the City’s Permit Parking District Issuance and Use Procedure described in Inglewood Municipal Code Chapter 3 (Motor Vehicles and Traffic), Article 2 (Parking Regulations), Section 3-78 (Permit Issuance and Procedures).

BACKGROUND:
The City of Inglewood embraces new technology and strives to provide a positive, safe, and convenient parking experience to our residents, business community, and visitors.

Adding license plates as a virtual permit to the City’s current Parking Permit District program, decreases the potential misuse of issued permits. Permit by plate eliminates the need to display additional physical permits and the need to move permits from vehicle-to-vehicle. It increases cost effectiveness with the reduction of printed permits to order. Lost or stolen permits and the associated replacement fees and processing times will be eliminated. It also eliminates forgetting the permit, a permit falling from a rearview mirror or being displayed improperly.

The license plate information collected at the time of purchasing will be the parking permit. If a customer gets a new vehicle and there is a different license plate, the system allows an update of that information so the resident can continue with a valid parking permit in his/her parking district at all times.

Parking Permit Districts where the license plate is used as a credential will require that the first parking permit issued to any household or business will be the license plate. Additional permits would be either be by license plate or a permit hang-tag as currently used.

DISCUSSION:
Adopting this ordinance will enable the City to improve the program by using available technology. A year ago, the City implemented new parking enforcement handheld devices with technology that is already able to use license plate number information as a parking permit. Therefore the City will not need to purchase additional software.
Mayor and Council Members
Ordinance Amending IMC to Use License Plates as Parking Permits
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Where the license plate is used as a parking permit, the Parking Enforcement Officers will enter the license plate number into their handheld devices. Each Parking Enforcement Officer uses the Passport Parking software platform to issue parking citations, or to verify the legitimacy of their permit to park. The City’s agreement with Passport Parking includes using, with no additional cost or extra license fees, all software and features available.

FINANCIAL / FUNDING ISSUES AND SOURCES:
Adding a virtual permit will not have a financial impact. Implementation of all these changes will require approximately ninety (90) days.

LEGAL REVIEW VERIFICATION: [Signature]
Administrative staff has verified the legal documents accompanying this report have been submitted to, reviewed and approved by the Office of the City Attorney.

FINANCE REVIEW VERIFICATION: [Signature]
Administrative staff has verified that this report in its entirety, has been submitted to, reviewed and approved by the Finance Department.

DESCRIPTION OF ANY ATTACHMENTS:
Attachment No. 1 – Ordinance
APPROVAL VERIFICATION SHEET

PREPARED BY:
Melanie McDade, Executive Assistant to the Mayor and City Manager
Mario Inga, Senior Program Specialist, Parking Programs, Parking and Enterprise Services

COUNCIL PRESENTER:
Mario Inga, Senior Program Specialist, Parking Programs, Parking and Enterprise Services

EXECUTIVE ASSISTANT APPROVAL: [Signature]
Melanie Mc Dade, Exéc. Asst. to the Mayor and City Mgr.

CITY MANAGER APPROVAL: [Signature]
Artie Field, City Manager
ATTACHMENT NO. 1
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF INGLEWOOD, CALIFORNIA
AMENDING INGLEWOOD MUNICIPAL CODE SECTION 3-78 TO
ALLOW THE CITY TO USE VEHICLE LICENSE PLATE
NUMBERS AS PARKING PERMITS FOR PARKING PERMIT
DISTRICTS.

WHEREAS, Vehicle Code section 22507 grants local authorities the power to
designate, by ordinance or resolution, certain streets upon which preferential parking
privileges are given to residents and merchants for their use and the use of their guests,
under which the residents and merchants may be issued a permit or permits that exempt
them from the parking restrictions; and

WHEREAS, the City desires to amend its current permit issuance and use
procedure to allow for the use of vehicle license plates as parking permits;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF
INGLEWOOD, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Inglewood Municipal Code section 3-78 is hereby amended as
follows:

“Section 3-78. Permit Issuance and Use Procedure.

(1) Each household or business located within a Permit Parking District may
apply for annual parking permits with the Police Department or other authorized City
department responsible for reviewing such applications as follows:

(a) Household. Each household may purchase a maximum of four annual
parking permits to be used by any resident or guest. The applicant shall provide their
name, address, driver’s license number, proof of residence within the Permit Parking
District, vehicle license plate number, current registration, and any other information
requested by the Department reviewing the application. Permits issued to households
may be used by any vehicle parked within the designated Permit Parking District.
(b) Business. Each business located within a Permit Parking District may purchase annual parking permits for its employees. The applicant shall provide its business name, address within the Permit Parking District, and a current business tax certificate and/or current business license. The applicant shall also include the employee’s name, driver’s license number, license plate number, and current vehicle registration. The applicant shall provide any additional information requested by the Department reviewing the application. A parking permit shall be specifically assigned to the employee’s vehicle designated in the application and is non-transferable.

(2) Full Payment of Fees. All applications shall include full payment of the parking permit fee as established by City Council resolution and set forth in the Master Fee Schedule. Furthermore, no parking permit shall be issued to any person until that person has paid all outstanding parking citations, including any civil penalties and related fees.

(3) Use of Permit. The City may use a vehicle’s license plate as the parking permit or issue a hanging tag parking permit. A license plate based parking permit shall be mounted in a position so as to be clearly visible, and so that the characters are upright and display from left to right, and shall be maintained in a condition so as to be clearly legible. A hanging tag parking permit shall be displayed within each vehicle so that it is clearly visible from outside the vehicle by hanging it from the vehicle’s rear view mirror. The permit shall be removed from the rear view mirror prior to driving the vehicle.

A permit is valid only for parking in the specified parking district and it does not guarantee the availability of a parking space. Parking permits do not exempt the user from compliance with parking regulations including, but not limited to, vehicle height or weight restrictions; zones that prohibit the stopping, parking, or standing of all vehicles; street sweeping; restrictions of the parking space to a particular type of vehicle; or the parking of a vehicle that is involved in the operation of a street vending business.
(4) Renewal of Permit. A parking permit shall expire at midnight on December 31st of the year for which it was issued. It shall be the responsibility of the permittee to apply for a renewal of the permit(s) on or before that date. An application for renewal of a parking permit shall conform to the requirements of this Section.

(5) Revocation of Permit. A parking permit holder shall not sell or rent a parking permit to anyone else. The holder of a business district parking permit may not give or lend the permit to another person for their use. A parking permit may not be altered or reproduced. A violation of any of these provisions shall result in the revocation of the permit and may result in the revocation of all permits for said permittee, and in the disqualification of the offending permittee from being issued any future parking permits.

(6) Replacement of Permits. Any permittee seeking replacement for a lost or stolen permit shall be assessed a replacement permit fee as established by City Council resolution, and set forth in the Master Fee Schedule.

SECTION 2. SEVERABILITY. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or paragraphs of this ordinance, or its application to any person or circumstance. The City of Inglewood hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause and paragraph hereof, irrespective of the fact that any one or more of the foregoing sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

SECTION 3. The City Clerk shall certify to the approval, passage and adoption of this Ordinance by the City Council and shall cause the same to be published in accordance with the City Charter; and thirty days from the final passage and adoption, this Ordinance shall be in full force and effect.
PASSED, APPROVED AND ADOPTED this ______ day of
__________________, 2018.

____________________
James T. Butts, Jr., Mayor

ATTEST:

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Yvonne Horton, City Clerk