



City Council Agenda Report

Meeting Date: March 25, 2025

Initiated By: City Council

Prepared By: Anthony Carnesecca and Saskia Lagergren

Approved By: Gabe Engeland

Subject: Parking Enforcement Code Update

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

- Introduce and waive first reading of Ordinances that will outline the procedures for parking citation enforcement, allow expanded enforcement of parking regulations within the City of Los Altos, and allow the removal of vehicles by enforcement officers
- Adopt policy changes to ALPR policy governing Mobile ALPR use for parking enforcement.

POLICY QUESTION(S) FOR COUNCIL CONSIDERATION

- Does the City Council wish to allow expanded enforcement of parking regulations?

FISCAL IMPACT

None.

ENVIRONMENTAL REVIEW

The adoption of the resolution does not constitute a project under CEQA. The subsequent action of inspections of enforcement officers are exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15309.

PREVIOUS COUNCIL CONSIDERATION

August 27, 2024

BACKGROUND

During the August 27, 2024 meeting, City Council directed City staff to explore private sector parking enforcement services throughout the City of Los Altos.

DISCUSSION

Upon review of the Los Altos Municipal Code, City staff discovered that the Los Altos Municipal Code will need to be amended to ensure clarity across different code sections. These proposed modifications will allow a more uniform definition of enforcement officer across the Municipal Code and defined enforcement officers for the City of Los Altos.

LAMC 1.30 clearly defines “enforcement officer” as any city employee or agent of the city with the authority to enforce any provision of the city code, including, but not limited to, the city manager, or his or her designee, as set forth in a resolution adopted by the city council. As new contracts for enforcement are approved by City Council for enforcement of code sections, such as parking, the contractors will be named by resolution as enforcement officers of the City.

LAMC Section 1.30 provides the general provisions, administration, and enforcement of administrative citations, but City staff would like to add an additional section specifically for parking citations.

The new LAMC Section 1.50 will provide the general provisions, administration, and enforcement of motor vehicle parking citations.

LAMC Section 8.04 provides the general provisions, administration, and enforcement of vehicles and traffic. It limits authority for street traffic laws to only sworn peace officers within the City. The recommended modifications create the definition of enforcement officer incorporating language from LAMC 1.30. Additionally, it will allow directed enforcement officers to enforce all parking laws and issue citations to any person responsible for violation of the city parking code.

Proposed modifications to LAMC Section 8.20 would allow enforcement officers under the broader definition to remove vehicles found to be “parked or left standing upon a street, highway, or public parking lot for seventy-two (72) or more consecutive hours” and “any vehicle which remains parked or standing longer than sixty (60) minutes after a citation has been issued in any area where parking is prohibited, provided signs are posted giving notice of such removal.” Additionally, City staff recommends a minor modification to LAMC Section 8.20.030 to comply with prior judicial decisions regarding protected speech.

Policy 462 in the Los Altos Police Department Manual governs the use of ALPRs by the Police Department. City staff have incorporated Mobile ALPRs into this policy under 462.6 Mobile ALPR that are used exclusively for parking enforcement.

ATTACHMENTS

1. Ordinance
2. Ordinance
3. Ordinance
4. Amended Flock Policy