

**Agenda Memorandum**

Agenda Item -

City Council Meeting
January 9, 2023

Strategic Priority 2: Proactive Public Safety

Enhance public safety to emphasize both prevention and enforcement, engage the community through education and outreach and provide the resources necessary to ensure safety and well-being throughout Westminster. Enhance public safety to emphasize both prevention and enforcement, engage the community through education and outreach and provide the resources necessary to ensure safety and well-being throughout Westminster.

Strategic Priority 5: Robust Infrastructure

Provide safe and equitable access to core services and amenities by safeguarding, maintaining and improving the city's water, wastewater, stormwater, mobility and roadway systems.

Subject: First Reading of Councillor's Bill No. 1 Amending Sections 10-1-12, 10-1-12.5, 10-1-16, and 10-1-17 of the Westminster Municipal Code Regarding Parking Restrictions and Enforcement

Prepared By: Wady Burgos, CAPP Parking & Transportation Demand Management Coordinator

Recommended City Council Action:

Pass Councillor's Bill No. 1 on first reading amending Sections 10-1-12, 10-1-12.5, 10-1-16, and 10-1-17 of the Westminster Municipal Code Regarding Parking Restrictions and Enforcement to authorize the Department of Community Development staff to enforce parking restrictions.

Summary Statement:

- Under the current Westminster Municipal Code (W.M.C.), the Community Development Department's (CD) parking program staff manages and enforces parking in the Downtown Westminster and Westminster Station areas, and the Police Department (PD) staff manages and enforces on-street parking violations in the rest of the City outside of these two areas.
- Through collaboration between CD Parking Management personnel and Code Enforcement personnel, CD can provide an enhanced, streamlined service for on-street parking enforcement. The approved 2023 budget includes a Parking Enforcement position in CD to support parking enforcement responsibilities citywide.

- Staff is recommending amending the W.M.C. to authorize CD staff to actively manage parking and enforce violations citywide. These changes will enable non-PD staff to handle parking violations while the PD's sworn officers can continue to support the City's Proactive Public Safety Strategic priority.
- CD Code Enforcement staff already manages parking issues on private property. These changes will consolidate all parking enforcement efforts within one department and will provide the community a single point of contact to report issues and concerns.

Fiscal Impact:

\$0 in expenditures

Source of Funds:

Not applicable.

Policy Issue(s):

Should City Council pass Councillor's Bill No. 1 on first reading authorizing CD staff to manage and enforce parking citywide?

Alternative(s):

City Council could choose not to authorize CD staff to manage and enforce parking citywide. Staff does not recommend this option due to the importance of having non-PD staff performing these duties to provide a single point of contact for parking management and to allow PD sworn officers to focus their efforts on core policing activities.

Background Information:

In 2019, Code Enforcement responsibilities were transferred from the PD to CD with the creation of the Operations and Community Preservation Division. At that time, the PD retained on-street parking enforcement responsibilities, including abandoned or inoperable vehicles, expired license plates, and other parking violations.

In April 2020, City Council authorized W.M.C. changes to authorize CD to manage parking in the Downtown Westminster and Westminster Station areas. Following that authorization, CD has implemented parking management and enforcement strategies for these areas. CD and PD staff have continued to work closely to address parking related resident concerns, and the recommended changes to the W.M.C. reflect this work.

Through collaboration between CD Parking Management and Code Enforcement, CD can provide an enhanced, streamlined service for on-street parking management and enforcement. The approved 2023 budget includes a Parking Enforcement position in CD to support parking enforcement responsibilities citywide. If the proposed W.M.C. amendments are approved by City Council, they will give CD staff the authority to enforce parking restrictions citywide while also providing a consolidation of efforts with one contact point for all parking issues. This reorganization of tasks will free up PD sworn staff resources to focus on core policing activities.

The City's Strategic Plan priority of Proactive Public Safety is met by freeing up valuable resources in the Police Department to respond to the community's needs. This service delivery shift also supports the City's Strategic Plan priority of Robust Infrastructure, providing proactive parking enforcement that will keep the city's roads safe.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Larry Dorr".

Larry Dorr
Acting City Manager

Attachments:

Councillor's Bill No. 1 Amending Sections 10-1-12, 10-1-12.5, 10-1-16, and 10-1-17 of the W.M.C.
Regarding Parking Restrictions and Enforcement