



Agenda Memorandum

Agenda Item – 10.B.

City Council Meeting
February 13, 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: Resolution No. 4 Setting Fine Amounts for Parking Violations in the City of Westminster

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

Recommended City Council Action:

Pass Resolution No. 4 setting fine amounts for parking violations in the City of Westminster.

Summary Statement:

- The City owns and operates parking facilities and on-street parking spaces citywide.
- On January 9, 2023, City Council passed 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 to authorize the Department of Community Development (CD) staff to enforce parking restrictions.
- Councillor's Bill No. 1 established that fines for parking violations shall be set by a Resolution of the City Council.
- The adoption of a fine schedule will allow CD staff to issue parking citations supported by a consistent schedule of fines that is available to the public and in line with a similar fine schedule previously utilized by the Westminster Police Department (PD) and Municipal Court

for parking violations.

- Staff recommends adopting the proposed fine schedule as shown in Exhibit A to support the ability to manage parking actively and efficiently in the City of Westminster. Councillor's Bill No. 1, implementing parking restrictions and enforcement has been included for reference, see Attachment 1.

Fiscal Impact:

\$0 in expenditures.

Source of Funds:

Not applicable.

Policy Issue(s):

Should City Council adopt Resolution No. 4 setting fine amounts for parking violations?

Alternative(s):

City Council could choose not to adopt the Resolution No. 4 setting fine amounts for parking violations in the City of Westminster. Staff does not recommend this alternative due to the importance of allowing CD Staff to implement fines and efficiently manage and enforce parking, thus allowing police officers to focus their efforts on community safety issues.

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 after the Code Enforcement personnel transitioned to CD. This enforcement included on-street parking issues citywide such as abandoned or inoperable vehicles, expired license plates, and other such parking violations.

Since April of 2020, CD staff has managed parking in the Downtown Westminster and Westminster Station areas following authorization from City Council. CD staff has implemented parking management and enforcement strategies for these areas, and both CD and PD staff continue to work closely to address all parking-related concerns. If the proposed parking fine schedule is approved by City Council tonight, it will give CD staff the authority to issue parking fines citywide. PD leadership has great confidence in CD staff's ability to handle these rather routine tasks which will free much time for sworn officers to concentrate on more pressing matters.

Approving this Resolution will support the City's Strategic Plan priority of Proactive Public Safety by freeing up valuable resources in the PD to respond to the community's more urgent needs. This service delivery shift also supports the City's Strategic Plan priority of Robust Infrastructure, providing proactive parking enforcement that will keep the roads in the City of Westminster safe.

Respectfully submitted,

Mark A Freitag

Mark A. Freitag
City Manager

Attachments:

Resolution No. 4 Setting Fine Amounts for Parking Violations in the City of Westminster

Exhibit A - Parking Fine Schedule

Attachment 1 - 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 to authorize the Department of Community Development staff to enforce parking restrictions.