

MOTION BY SUPERVISORS JANICE HAHN  
AND HOLLY J. MITCHELL

AGN. NO.  
July 9, 2024

**Moving Forward with the Chief Executive Office Recommendations on Parking Enforcement Next Steps**

On October 17, 2023, the Board of Supervisors (Board) approved a motion that directed the Chief Executive Officer (CEO) to work with the Sheriff's Department and the Department of Public Works (Public Works) to prepare a business analysis and move forward with transferring parking enforcement services from the Sheriff's Department to Public Works. On March 19, 2024, the CEO, Sheriff, and Director of Public Works presented an update to the Board on parking enforcement. During that meeting, the Board approved a motion requesting that the Sheriff's Department provide a proposed business plan for retaining and enhancing parking enforcement services in 45 days. On April 9, 2024, two motions related to parking enforcement were adopted by the Board. The first directed the CEO to pause the transfer of parking enforcement services from the Sheriff's Department to Public Works until a transition plan is vetted and reviewed. The motion also directed the CEO to work with the Sheriff's Department and Public Works to develop recommendations for the Board's consideration that outline a transition plan for parking enforcement services if the Board chose that course of action. The second motion directed the CEO to review and analyze the Sheriff's business plan to determine its

**MOTION**

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feasibility and to report back to the Board during the 2024-25 Final Changes Budget phase on a recommendation for the placement of parking enforcement services.

On June 24, 2024, the CEO submitted their report with an assessment of both the Sheriff's Department and Public Works business plans and provided recommendations and next steps. The report concludes that although the Public Works plan has strong components, the Sheriff's plan is favorable at this time in part because of the advantages that come with running the existing operations. It appears to be the most cost-effective and quickest way to make changes and enhancements to the current operations.

To support the Sheriff in making the necessary changes, the CEO should work with the Sheriff's Department on their business plan and develop a phased funding plan for the Fiscal Year 2024-25 Supplemental Budget phase. The two departments should also work together to establish metrics to measure performance. Public Works should continue to remain involved and provide support for the parking enforcement operations.

**WE, THEREFORE, MOVE** that the Board of Supervisors:

1. Approve the Sheriff's parking enforcement plan;
2. Request the Sheriff to include the costs of the Phase I Parking Enforcement proposal in the department's Supplemental Budget request and direct the Chief Executive Officer to report back in the 2024-25 Supplemental Budget with funding recommendations consistent with the standard budget process;
3. Adopt the recommendations in the CEO's June 24, 2024 report, including, but not limited to, the following:

- a. Parking enforcement services to remain with the Sheriff, until the Board determines that the Sheriff's Department is unable to execute its plan and improve outcomes within a reasonable timeframe of three years;
- b. Direct the Director of Public Works to embed a staff person(s) in the Parking Enforcement Unit, establish a workgroup with a joint goal of both enhanced enforcement to disincentivize illegal parking practices and the co-creation of non-enforcement solutions, and also share with the workgroup the ideals in its business plan to leverage technology;
- c. In addition to the performance metrics identified in Supervisor Mitchell's motion on April 9, 2024, Item 85-C, Directive 3, request the Sheriff and direct the Director of Public Works to include in those quarterly reports any additional information resulting from their efforts, including, but not limited to:
  - i. community engagement;
  - ii. areas that have been mapped and assessed for non-enforcement solutions;
  - iii. the number of non-enforcement solutions initiated and completed; and
  - iv. outcomes measured from these solutions; and
- d. Direct the Director of Public Works to prepare a "day one" business plan and to continue to refine the plan annually, should it be needed if the Board transfers the parking enforcement operation to Public Works.

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JH:cc/dg