

SECTION 330 - PARKING

A. General

General Services is responsible for the maintenance and management of all parking facilities with the exception of those managed by the Public Works and the Parks Departments. All parking facilities other than the Government Center are managed by directional signs and curb markings with employee parking on a first-come, first-served basis.

Except for the Government Center, routine enforcement of the parking facilities is not provided, and General Services responds to unusual or extraordinary problems only.

B. Government Center Parking

1. The parking facilities at Government Center are divided into five areas: (1) public/visitors' parking which is designated by green visitor parking zones, (2) employee reserved parking which is designated by a space number, (3) main jail employee pooled parking, (4) New lot employee reserved pooled parking, and (5) the vehicle parking area immediately adjacent to the Fleet operations Service center and Ocean Street, which is reserved for County vehicles.

2. Enforcement of Parking Regulations:

The parking lot is regularly patrolled during the normal workday by a parking attendant to assure compliance with parking regulations pursuant to County Code 9.36.070 and procedures adopted by General Services.

County Code 9.36.090 authorizes the issuance of citations for violations of said regulations. The schedule of parking citation penalties is established by the Board of Supervisors pursuant to California Vehicle Code 40203.5 and is included in the Unified Fee Schedule.

The County shall not be held liable for items stolen from or damages to vehicles incurred while using the parking facilities.

3. Employee Reserved Parking Area:

General Services Department shall manage the issuance and audit of employee reserved parking area based on the following guidelines:

- a. County Department Heads (as defined in the County Personnel rules and whose office is in the Government Center), Judges and Legislative officials are assigned reserved spaces as designated by General Services.

- b. Other employee parking spaces are assigned from a waiting list maintained in the General Services office.

To obtain a parking space at the Government Center an employee must file a completed GSD 70 (9/15) form with General Services. Employee applications may be placed on the waiting list at any time; but to be eligible when their name reaches the top of the list they must be employed full time at the Government Center. Applications declared ineligible upon reaching the top of the waiting list will be placed on a priority list and assigned when eligibility requirements are met.

- c. A monthly parking fee is collected bi-monthly through payroll deductions. Spaces not paid for by payroll deduction must be paid to the General Services office quarterly in advance.
- d. Spaces may not be sublet and must be occupied on a regular basis by the assigned user or they will be reclaimed and reassigned by General Services.
- e. General Services reserves the right to designate or reassign spaces dependent on vehicle size or operational need.
- f. General Services reserves the right to reassign any and all spaces based on operational need or reorganization of parking lots.

4. Temporary Permits

- a. Temporary daily parking permits may be issued to visitor's having official business. These permits, which allow parking only in the visitor section, are issued through the department requiring County business, General Services or purchased directly from the parking paystation kiosk. The permit fee shall be included in the County's Unified Fee Schedule.
- b. County employees may not purchase temporary permits. However, an injured or temporarily disabled employee may present a written physician's request, stating period of disability, to General Services office for approval to purchase a permit.

C. Parking Violations

If an employee's parking space is occupied by an unauthorized vehicle, then the employee may park in a visitor's space without being subject to a citation provided they have notified the General Services Department. The employee must provide their assigned space number, description of employee's car and where they are presently parked. Employee should move their vehicle back to their assigned

space as soon as possible. Employees may not use the public parking areas and violations of this policy are subject to citation.

County vehicles should not be parked in public/visitor parking areas unless all other County vehicle parking areas are occupied.

Every effort should be made to move any County vehicle(s) parked in public/visitor areas at the earliest opportunity that a County vehicle parking space becomes available.

D. Public Special Event Handicapped Parking Accessibility

The County requires that adequate accessible handicapped parking spaces be provided by any organization sponsoring a public special event on county facilities.

Temporary Accessibility Parking Program equipment is available for loan through the County Parks, Open Space and Cultural Services Department.