



To: Summit County Council

From: Melissa O'Brien, Interim District Director
Matt Wagoner, Trails and Open Space Manager

Date: August 27, 2020

Re: Discussion and Possible Adoption of Amendment to Operational Policies
for Parking Enforcement

Background

The Snyderville Basin Special Recreation District (the "District") has experienced considerable congestion at many of its trailheads. Such congestion often leads to parking violations. On July 15, 2020, the District met in work session with the County Council and discussed the possibility of assisting in parking enforcement in the public right of way around its trailheads.

Discussion

Since that meeting, the Council has passed two ordinances to allow special service districts to (1) avail themselves of the administrative law judge process (Ordinance No. 910) and (2) enforce violations under the Parking Code (Ordinance No. 911). The next step is to amend our internal policies to provide detail as to this enforcement.

Staff recommends that the attached proposed language be included in Chapter 1 of the Operational Policies following Enforcement of Rules and/or Instructions and before District Fee Schedule. This policy would then be the basis for an Interlocal Agreement with the County, as contemplated in Ordinance No. 911, under which the District could enforce parking restrictions. The policy language has been reviewed by the County Attorney's Office. The Administrative Control Board met on August 24 and forwarded a positive recommendation to the Council for the policy language's approval.

Proposed Motion

To approve the attached policy amendment and its subsequent inclusion in an Interlocal Agreement to enforce parking restrictions.

Parking Enforcement

Consistent with Ordinance No. 911, amending Title 6, Chapter 2 of the Summit County Code: County Parking Code, District Staff may ticket and/or tow vehicles consistent with the provisions of the County Parking Code. Sections 6-2-1 *et al* of the Parking Code are hereby adopted into the District's policies; except that, where provisions in this section pertaining to trail-related parking violations have been drafted to more closely meet the needs of the District, those modified provisions will govern.

Specifically, pursuant to Section 1-13-4-3 of the Summit County Code, in lieu of a criminal citation for violation of these adopted policies, there is hereby established an administrative civil fee which may be assessed by means of an administrative citation issued by an enforcement employee of the District as follows:

1. Violations of posted parking rules within 1000 feet from trailheads. The initial fee for such violations shall be the sum of forty dollars (\$40.00). However, in the event the fee is not paid within a timely fashion after receipt of the citation, the fee shall be as follows:

After 10 days	\$50.00
After 20 days	\$65.00
After 30 days	\$70.00
After 60 days	\$105.00

2. Violations which block or impede emergency egress or hamper the ability of police, fire, EMS or public works officials to properly carry out their official duties and jeopardize the public health, safety, and welfare by the violation. The initial fee for such violations shall be the sum of fifty dollars (\$50.00). However, in the event the fee is not paid within a timely fashion after receipt of the citation, the fee shall be as follows:

After 10 days	\$60.00
After 20 days	\$65.00
After 30 days	\$70.00
After 60 days	\$105.00

Parking enforcement will be implemented at the following levels:

- The first instance of parking a vehicle outside of a designated area will result in a warning citation. The license plate and vehicle information will be recorded and added to an enforcement database.
- The second instance will result in an administrative citation and a fine will be assessed based on the violations detailed in sections 1 and 2 above.
- After the second instance of a vehicle being parked in violation of these regulations, it will be subject to towing if it is parked outside of designated space.

The trail parking enforcement zone will be limited to 1,000 feet from trailheads and designated trail access points as defined by the Snyderville Basin Special Recreation District's Trails Master Plan.