

**SPECIAL MEMORANDUM OF UNDERSTANDING  
REGARDING  
CITY EMPLOYEE PARKING AND COMMUTE OPTIONS**

**THIS MEMORANDUM OF UNDERSTANDING (hereinafter "MOU") made and entered into this 12th day of September, 2005.**

**BY AND BETWEEN**

**The City of Los Angeles represented herein by the  
CITY ADMINISTRATIVE OFFICER (hereinafter "City")**

**AND**

**CITY EMPLOYEE QUALIFIED ORGANIZATIONS**

American Federation of State, County and Municipal Employees  
Los Angeles City Attorneys Association  
Service Employee International Union Local 347  
Los Angeles County Building & Construction Trades Council  
Los Angeles City Supervisors and Superintendents Association/LIUNA Local 777  
Los Angeles Professional Managers Association  
Local 501, Operating Engineers  
Municipal Construction Inspectors Association  
United Firefighters of Los Angeles City  
Los Angeles City Fire Department Chief Officers Association  
Los Angeles Police Command Officers Association

**SPECIAL MEMORANDUM OF UNDERSTANDING  
REGARDING  
CITY EMPLOYEE PARKING AND COMMUTE OPTIONS**

**ARTICLE 1      SCOPE AND SUBJECT OF AGREEMENT**

In support of the City's stated goal to reduce traffic congestion, encourage City employee ridesharing and other means of commute trip reduction, and improve the quality of life, the parties agree to the terms and conditions of this Memorandum of Understanding.

**ARTICLE 2      PARTIES TO THE AGREEMENT**

This Memorandum of Understanding (hereinafter referred to as "MOU") is entered into on September 12, 2005 by the authorized management representatives of the City of Los Angeles (hereinafter referred to as "Management") and the authorized employee organizations (hereinafter referred to as "Organizations") which are signatories to this MOU on behalf of the bargaining units they represent.

**ARTICLE 3      FULL UNDERSTANDING**

Management and the Organizations acknowledge that this MOU constitutes the full and entire understanding of the parties regarding the issues of employee parking and commute options. The parties mutually understand that any prior or existing understandings or agreements by the parties, whether formal or informal, are hereby modified or superseded.

**ARTICLE 4      PARKING PERMIT PRIORITIES AND CONDITIONS**

**A.      City-Owned Parking and Leased Parking Spaces**

Parking shall be provided for vehicles for the following categories, in stated order:

1.      Elected Officials
2.      Disabled Employees
3.      City Fleet and Home-Garaged Vehicles
4.      Mileage Vehicles

Parking shall be provided, on a space-available basis, for the following, in stated order:

5.      Staff of Elected Officials
6.      Upper Management
7.      Vanpools
8.      Carpools and Electric Vehicles
9.      Seniority

## **B. Definitions and Limitations**

1. **DISABLED.** “Disabled” parking permits will be issued only to those assigned a Department of Motor Vehicles Handicapped Placard, and only for the duration of applicability for said Placard. Parking for disabled permittees shall be in designated stalls only.
2. **MILEAGE VEHICLES.** For employees driving personal vehicles on City-business a minimum of 200 miles per month and who cannot reasonably use City fleet vehicles or shuttle buses to accomplish their tasks; or are identified by the requirements of their assigned positions. Departments may submit requests for exceptions to these parameters, on a case-by-case basis, to the Commuter Services Office of the Personnel Department. Employees who accumulate an average of less than 200 miles per month for City business but are mandated by their Departments to be on a “Mileage” status, and who use City-owned or leased facilities where parking fees are charged, shall pay the Individual Parking Fee rate. Departments shall reimburse such employees for said parking fees. Parking for Mileage Vehicles shall be in designated lots only.
3. **UPPER MANAGEMENT.** Shall be defined as employees whose class starting salary equals that of the starting salary of Senior Management Analyst II or above.
4. **VANPOOLS.** City-administered vehicles with seating capacities of 7 to 15 passengers, including the driver. All vanpools shall be under the control of the Commuter Services Office. Parking for Vanpools shall be in designated stalls or lots only.
5. **CARPOOLS.** Vehicles with two or more City employees, coming from the same general geographic area (homes of employees within a 7-mile radius), or along a logical travel-to-work corridor, whose destinations are at or near the same work location, and who travel together a minimum of 50% of the trip. Said percentage limitation may be waived by the Commuter Services Office on a case-by-case basis for reasonable causes. Parking for Carpools shall be in designated lots only.
6. **SENIORITY.** Parking permits for employees who do not qualify for other categories shall be based on continuous service to the City. If an employee has had a break in service, the most recent hire date shall prevail. Service with the Department of Water and Power shall be included in continuous service calculations, provided that there was no “break in service.”
7. **DOWNTOWN.** The geographic area generally bordered by Cesar Chavez/Sunset Boulevard to the north, the Los Angeles River to the east, the Santa Monica Freeway to the south, and Union Avenue to the west.

## **ARTICLE 5      MONTHLY PARKING PERMIT FEES**

The parking permit fees listed herein shall be effective the first pay period following July 1, 2005 unless otherwise noted. Said fees shall be deducted from employees' paychecks on a pre-tax basis. All parking permit fees are subject to the City's 10% parking tax.

### **A.      Downtown Los Angeles**

1.	Individual Permit – Lots Immediately Adjacent to City Offices or Covered Lots	\$46.00
2.	Individual Permit – Piper Technical Center	\$34.50
	Effective July 1, 2006	\$39.50
	Effective January 1, 2007	\$46.00
3.	Individual Permit - Remote Surface Lot (Uncovered)	\$34.50
4.	Carpool Permit – 2-6 Persons <sup>(a)</sup>	\$34.50
5.	Personal Motorcycle Permit	\$11.50
6.	Night Permit	\$11.50
7.	Weekend Permit – Saturday and Sunday only	\$11.50
8.	Platoon Duty Permit – Fire Department only <sup>(b)</sup>	\$15.33
9.	Rotating Shift (24-Hour) Permit – City Hall East	\$28.75
	Piper Technical Center	\$23.00
	Effective July 1, 2006	\$25.75
	Effective January 1, 2007	\$28.75

### **B.      West Los Angeles and Van Nuys Civic Centers**

1.	Individual Permit – Lots Immediately Adjacent to City Offices or Covered Lots	\$17.25
	Effective July 1, 2006	\$22.25
	Effective January 1, 2007	\$27.25
2.	Individual Permit - Remote Surface Lot (Uncovered)	\$17.25
3.	Carpool Permit – 2-6 Persons <sup>(a)</sup>	\$17.25
4.	Personal Motorcycle Permit	\$11.50

- |    |   |         |
|----|---|---------|
| 5. | Night Permit  | \$11.50 |
| 6. | Weekend Permit – Saturday and Sunday only                 | \$11.50 |
| 7. | Platoon Duty Permit – Fire Department only <sup>(b)</sup> | \$5.75  |

**C. All City Work Sites**

- |    |  |         |
|----|--|---------|
| 1. | Home-Garaged Vehicle Permit <sup>(c)</sup> | \$46.00 |
|----|--|---------|

Notes

- (a) Stated fee is pro-rated by number of Carpool members.
- (b) Available to Fire Department personnel only who are assigned to Platoon Duty, resulting in parking at the work site no more than ten (10) days a month.
- (c) Applies to all Regularly Assigned “Take-Home” or “Home-Garaged” Vehicles throughout the City.

**ARTICLE 6      TRANSPORTATION SUBSIDY – ALL CITY EMPLOYEES**

**A. Public Transportation**

Employees using public transportation shall receive reimbursement for up to a maximum of fifty dollars (\$50) per month, commencing with transit expenses incurred subsequent to July 1, 2005.

**B. Bicyclists/Walkers**

Employees who ride a bicycle, or walk, to regulated work sites and relinquish any authorized parking permit, if one has been issued, shall receive a transit subsidy of fifty dollars (\$50) per month.

**ARTICLE 7      LIMITATION OF BENEFITS**

City employees are allowed only one of the following transportation or parking benefits at a time from the City: a) individual parking permit; b) carpool permit; c) vanpool participation; d) home garaging permit; e) public transportation subsidy; or, f) bicyclist/walker subsidy.

**ARTICLE 8      TERM**

The term of this MOU shall be for the period of July 1, 2005 through June 30, 2007. The Joint Labor-Management Committee on Commute Options and Parking shall be authorized to extend the provisions of this MOU beyond this expiration date of this MOU without Council action. The parties agree to reopen this MOU to add or modify the provisions herein in order to comply with any AQMD requirements or mandates.

**ARTICLE 9      ROTATING SHIFT (24-HOUR) PERMIT**

The Joint Labor-Management Committee on Commute Options and Parking shall be authorized to grant a "Rotating Shift Permit" to employees who regularly rotate between day (majority of working hours between 6:30 a.m. and 3:00 p.m.) and night (majority of working hours between 2:30 p.m. and 7:00 a.m.) shifts, and who would be eligible for a parking permit in both periods. The monthly fee charged for such a Rotating Shift Permit will be calculated by adding together six months of the day fee charged and six months of the night fee charged at the requested location, divided by 12. The resulting monthly fee is to be paid through biweekly payroll deduction. The granting of a Rotating Shift Permit is based upon the assumption that an equal amount of time will be spent on each shift. If it is determined that an employee spends a disproportionate amount of time on one shift over another over a 12-month period, then the Joint Labor-Management Committee on Commute Options and Parking reserves the right to revoke and/or not renew an employee's Rotating Shift Permit.

**IN WITNESS WHEREOF**, the parties hereto have caused their duly authorized representatives to execute this Special Parking MOU the day, month and year written below.

For the Employee Organizations:      Date:                      For the City:                      Date:

*George Goff*      9/12/05      *Margaret Hillman*      10/4/05  
American Federation of State,  
County and Municipal Employees      Personnel Department

*David Sader*      9/12/05      *WJ [Signature]*      10-17-05  
Service Employee International      City Administrative Officer  
Union Local 347

*John M. Goh*      10-17-05      *James M. Chayshi*      1/17/06  
Los Angeles City Supervisors and      Department of Transportation  
Superintendents Association/  
LIUNA Local 777

*[Signature]*      9/12/05  
Los Angeles City Attorneys      General Services Department  
Association

Skip Henke 17 Oct 05  
Los Angeles County Building &  
Construction Trades Council

Charles M. May 9/12/05  
Los Angeles Professional Managers  
Association

Local 501, Operating Engineers

Municipal Construction Inspectors  
Association

Neil E. Nordin 10/17/05  
United Firefighters of Los Angeles  
City

Daniel R. Melarity 10-24-05  
Los Angeles City Fire Department  
Chief Officers Association

Jon Weinstein 9/12/05  
Los Angeles Police Command  
Officers Association

APPROVED:

Zina Bullock Houston  
City Attorney's Office

Date: 5-12-06


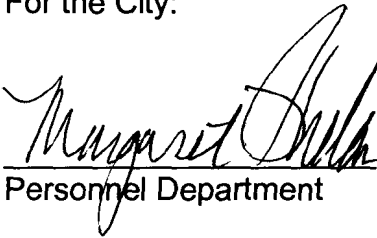


**LETTER OF INTENT**  
**SPECIAL PARKING MOU**

The purpose of this Letter of Intent is to clarify the provision in the Special Parking MOU for granting parking permit privileges to "Mileage" employees who drive their personal vehicles for City business less than 200 miles per month.

According to the Special Parking MOU, under Article 4, Section B, Paragraph 2 "Mileage Vehicles":

" . . . Employees who accumulate an average of less than 200 miles per month for City business but are mandated by their Departments to be on a "Mileage" status, and who use City-owned or leased facilities where parking fees are charged, shall pay the Individual Parking Fee rate. Departments shall reimburse such employees for said parking fees. Parking for Mileage Vehicles shall be in designated lots only."

The below-signed members of the Joint Labor-Management Committee on Commute Options and Parking hereby agree that the intent of the above-cited language is to accommodate employees who receive mileage reimbursement and routinely use their personal vehicle for field work. Reimbursement of parking permit fees is not intended for employees who infrequently or only occasionally use their personal vehicles for City business and receive mileage reimbursement. Also, the inclusion of an employee's name on a Mileage Authority List does not make the employee eligible for reimbursement of parking permit fees unless the above-described criteria are met.

For the Employee Organizations:	Date:	For the City:	Date:
 American Federation of State, County and Municipal Employees	<u>1/9/06</u>	 Personnel Department	<u>10/20/05</u>
 _____	 _____	 City Administrative Officer	<u>10-17-05</u>
Service Employee International Union Local 347			
 _____		 Department of Transportation	<u>10/17/06</u>
Los Angeles City Supervisors and Superintendents Association/ LIUNA Local 777			



*[Signature]*  
Los Angeles City Attorneys  
Association

10/16/05 *[Signature]* 10-17-05  
General Services Department

\_\_\_\_\_  
Los Angeles County Building &  
Construction Trades Council

\_\_\_\_\_  
Los Angeles Professional Managers  
Association

\_\_\_\_\_  
Local 501, Operating Engineers

\_\_\_\_\_  
Municipal Construction Inspectors  
Association

*[Signature]* 10/17/05  
United Firefighters of Los Angeles  
City

*[Signature]* 10-24-05  
Los Angeles City Fire Department  
Chief Officers Association

*[Signature]* 10/17/05  
Los Angeles Police Command  
Officers Association

**AMENDMENT NO. 1**

**SPECIAL MEMORANDUM OF UNDERSTANDING  
REGARDING  
CITY EMPLOYEE PARKING AND COMMUTE OPTIONS**

**THIS AMENDMENT NO. 1 TO THE SPECIAL MEMORANDUM OF UNDERSTANDING  
REGARDING CITY EMPLOYEE PARKING AND COMMUTE OPTIONS made and  
entered into this 8<sup>th</sup> day of December 2008.**

**BY AND BETWEEN**

**THE CITY OF LOS ANGELES represented herein by the  
CITY ADMINISTRATIVE OFFICER (hereinafter "City")**

**AND**

**CITY EMPLOYEE QUALIFIED ORGANIZATIONS.**

American Federation of State, County and Municipal Employees  
Los Angeles City Attorneys Association  
Service Employees International Union, Local 721  
Los Angeles/Orange County Building Trades Council  
Los Angeles City Supervisors and Superintendents Association/LIUNA, Local 777  
Los Angeles Professional Managers Association  
Local 501, Operating Engineers  
Municipal Construction Inspectors Association  
United Firefighters of Los Angeles City  
Los Angeles City Fire Department Chief Officers Association  
Los Angeles Police Command Officers Association

AMENDMENT NO. 1

SPECIAL MEMORANDUM OF UNDERSTANDING  
REGARDING  
CITY EMPLOYEE PARKING AND COMMUTE OPTIONS

Pursuant to mutual agreement of the parties, the Joint Labor-Management Committee on Commute Options and Parking hereby authorizes the term of the Special Parking Memorandum of Understanding Regarding City Employee Parking and Commute Options, entered into on September 12, 2005, to be extended as follows:

ARTICLE 7      TERM

**ADD:**

The term of the Special Parking MOU is extended 18 months and shall have a new expiration date of December 31, 2008.

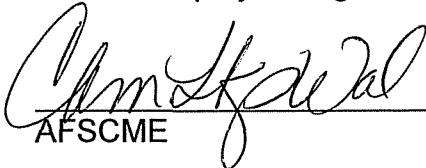
Except for the Article and/or provision specifically amended herein, all other Articles and provisions of the Special Memorandum of Understanding Regarding City Employee Parking and Commute Options ("Special Parking MOU") shall remain in full force and effect during the term of the Special Parking MOU.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Amendment No. 1 to the Special Parking MOU the day, month and year written below.

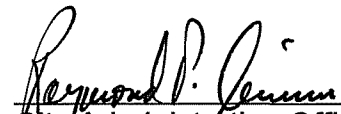
For the Employee Organizations:

Date:

For the City:

  
\_\_\_\_\_  
AFSCME

12/8/08

  
\_\_\_\_\_  
Raymond P. Quinn  
City Administrative Officer

Date: 12/8/08

\_\_\_\_\_  
L.A. City Attorneys Association

\_\_\_\_\_  
SEIU, Local 721

  
\_\_\_\_\_  
Gary Harris  
L.A. Professional Managers Assoc.

12/8/08

  
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Benjamin Schacht  
General Services Department

Date: 12/8/08

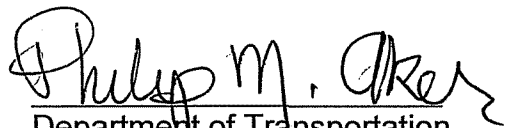
  
\_\_\_\_\_  
Rick Beck  
Municipal Construction Inspectors Assoc.

12/8/08

  
\_\_\_\_\_  
Margaret  
Personnel Department

Date: 12/9/08

  
L.A./Orange Co Building Trades Council 1/13/09

  
Department of Transportation

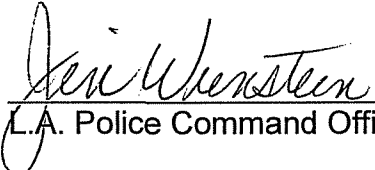
\_\_\_\_\_  
L.A. City Supervisors & Superintendents  
Assoc./LIUNA, Local 777

Date: 12/8/08


\_\_\_\_\_  
Local 501, Operating Engineers

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United Firefighters of Los Angeles City

\_\_\_\_\_  
Los Angeles City Fire Department  
Chief Officers Association

  
L.A. Police Command Officers Assoc. 12/8/08

APPROVED:

  
City Attorney's Office

Date: 1/12/09