

OFFICE OF THE CHIEF OF STAFF

NOTICE

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July 17, 2019

TO: All Department Personnel

FROM: Chief of Staff

SUBJECT: PARKING PROCEDURES AND RESTRICTIONS AT CITY HALL EAST

Employees shall not park in any spot designated for Media parking. The Radio and Television News Association of Southern California was granted specific, curbside Media parking at City Hall East. This Notice codifies parking procedures and restrictions which shall be enforced at City Hall East located at 200 North Spring Street, Los Angeles, Ca. 90012. Signs are posted and the curb is painted gray. Employees are reminded that during routine and non-emergency situations they are required to obey all traffic laws as well as lawfully marked curb zones and posted street signs.

Employees who violate this Notice, whether in Department vehicle or personal vehicle, may be held financially responsible for parking violations enforced by the Department of Transportation, the Department, or any authorized law enforcement agency. Individual Commanding Officers (CO) will be notified by their respective Director or the Office of the Chief of Police (OCOP) of any parking violation involving a vehicle assigned to their command. The respective COs will be required to investigate the matter and report their findings to the concerned Director (or OCOP), including the corrective action taken and the imposed disciplinary action.

Refer to Office of Support Services Notice, Parking Procedures and Restrictions in or around the Police Headquarters Facility (PHF), dated October 23, 2018, for additional information regarding parking around PHF. If you have any questions regarding this notice, please contact the Office of the Chief of Staff at (213) 486-8740.



BOB GREEN, Deputy Chief
Chief of Staff
Office of the Chief of Police

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