

Red Light Photo Enforcement

504.1 PURPOSE AND SCOPE

This policy provides procedures for utilizing photo red light enforcement in the City of Citrus Heights in accordance with and under authority of sections 21455.5 through 21455.7 of the California Vehicle Code (Division 11, Chapter 2, Article 3).

504.2 CONTRACT SERVICES

The Citrus Heights Police Department is under contract with Redflex Traffic Systems, Inc. to provide equipment and data processing of potential red light violations at intersections designated by the CHPD. Redflex will send data to CHPD via a secure web server utilizing their proprietary SmartOps software. The program is managed wholly by the CHPD. The Citrus Heights Police Department shall be the only entity with authority to issue citations from the PRLEP.

504.3 PRLEP PERSONNEL

Management of the PRLEP shall be the responsibility of the Lieutenant assigned oversight of the Traffic Unit.

The Citrus Heights Police Department Traffic (CHPD) Sergeant will oversee the daily operations and administrative functions of the Photo Red Light Enforcement Program (PRLEP). Supervision of the assigned Red Light Photo Enforcement Officers and other personnel assigned to the program shall be the responsibility of the Traffic Unit Sergeant.

Responsibility of monitoring the PRLEP and conducting the day to day review of violations shall be the responsibility of personnel assigned to the PRLEP.

In the event the Red Light Photo Enforcement Officer(s) is temporarily unable to process violations, the Traffic Unit Sergeant shall be responsible for selecting an alternate Traffic Officer to review violations.

Officers selected to review and process violations shall have attended the training provided by Redflex prior to reviewing violations for prosecution.

504.4 INTERSECTION SELECTION

The following criteria may be considered when evaluating and selecting an intersection for the Red Light Photo Enforcement Program:

Citizen complaints of red light running

Proximity to school zones

Proximity to senior housing

State traffic collision statistics

Pedestrian / traffic flow

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City Council recommendations

Staff recommendations

Comprehensive surveys of all intersections being considered for inclusion in the PRLEP shall be conducted to ensure that violation numbers warrant a system. This analysis shall include a pre-survey, video survey and if needed a post survey.

504.4.1 PUBLIC NOTIFICATION

All PRLEP enforced intersections will be properly posted as defined in the California Vehicle Code indicating that the City of Citrus Heights utilizes photo enforcement. As required by Vehicle Code 21455.5(a)(1), signs will be posted and visible to traffic approaching the intersection from the direction in which the automated traffic enforcement system is being utilized to issue citations.

A 30 day "warning period" shall commence with the activation of all new approaches; during which the violator will receive a warning letter rather than a citation.

Each new intersection chosen for inclusion shall cause two press releases to be issued by the management of the Traffic Unit. The first press release shall identify the intersection, the date the intersection will begin photo enforcement review, the 30 day warning period, and the date the enforcement period becomes effective. The second press release shall be published one week prior to the commencement of enforcement. It shall include the effective date of that intersection.

504.5 PRLEP OPERATIONS

The PRLEP personnel shall be responsible for maintaining records involving the day to day operation of the program. These records shall include, but are not limited to:

Intersection selection criteria records

A copy of the business rules in place with the vendor

Current policy rules regarding the review and selection of violations to be prosecuted as determined in section 504.8 CITATION ISSUANCE CRITERIA

Monthly Redflex customer management reports.

Signal light maintenance documents provided by the City's General Services Department for PRLEP intersections to ensure the intersection lighting systems are properly functioning.

The PRLEP personnel shall meet with Traffic Unit management yearly to review all records associated with the PRLEP program.

The PRLEP personnel shall be responsible for ensuring a yearly audit of the facilities of the contracted vendor to maintain contract compliance of the Red Light Photo Enforcement Program.

The PRLEP personnel shall be responsible for reviewing captures submitted for review. The personnel shall review all potential violations in accordance with the business rules as well as the Department's Red Light Photo Enforcement review policy.

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504.6 EMERGENCY VEHICLE OPERATIONS

In the event an incident captured for review involves any agency on-duty emergency vehicle, or any CHPD vehicle, the reviewing officer shall forward the incident to the Traffic Unit Sergeant for review.

The Traffic Unit Sergeant shall review all violations involving on-duty department personnel and inform the Traffic Unit Lieutenant. If a violation appears to not comply with department policy, the Traffic Unit Sergeant or his/her designee shall view the violation to make a determination whether further action should be taken.

PRLEP personnel shall review all captures involving outside agency on-duty emergency vehicles. Should it appear a violation occurred; the Traffic Unit management shall notify the outside agency.

The Traffic Unit Sergeant shall be responsible for maintaining a log of all on-duty incidents captured by the system to include: The PRLEP vender issued incident number, date and time of incident, whether the incident was within policy (i.e. code three driving). This log shall not include specific employee information so as to not be construed as a personnel record, and shall be maintained in accordance with the City's records retention policy.

504.6.1 SPECIAL DISPENSATION

Special dispensation for violations involving off-duty police personnel or any other government official or employee shall not be given and shall be forwarded to the Traffic Unit Sergeant or his/her designee. Violations involving any personnel, as listed above, shall be processed the same as with any member of the public.

504.6.2 CHPD ON DUTY POLICE PERSONNEL

On duty police personnel with this Department, while acting within their official capacity, who knowingly activate any PRLEP approach; shall as soon as practical notify their supervisor of the incident.

The Supervisor, upon being notified of the system activation, shall notify the Traffic Unit Sergeant or his/her designee, via electronic mail or memorandum, with the following information:

Date, time and location of the incident

Circumstances surrounding the necessity for the officer to enter against the red light

504.7 DAMAGE TO RED LIGHT PHOTO ENFORCEMENT EQUIPMENT

Damage to any PRLEP equipment resulting from a vehicle collision which might affect the operability of the system shall be documented on a CHP #555 form. Additionally, the incident shall be reported to the PRLEP personnel immediately via electronic mail.

Vandalism to any PRLEP equipment which might affect the operability of the system shall be immediately documented in a CHPD Incident Report and additionally reported to the PRLEP and Traffic Unit management as soon as possible via electronic mail.

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It will be the responsibility of the Traffic Unit Sergeant or PRLEP personnel if the sergeant is not available to immediately notify the Redflex Help Desk of damage to the PRLEP equipment. The phone number and e-mail address will be on file in CHPD Communications.

504.8 CITATION ISSUANCE CRITERIA

On red light photo enforced intersections, the following photographic evidence must exist for a red light violation to be considered:

Photograph of vehicle prior to the limit line with the red light signal phase also showing

Photograph depicting the license plate of the violating vehicle

Photograph of the driver's face

Photograph of the vehicle beyond the limit line with the red light signal phase showing

In the event all criteria are met, the reviewer will utilize the SmartOps system and may issue the citation. Drivers of authorized emergency vehicles engaged in an emergency response as allowed by the California Vehicle Code will not be subject to citations from the Red Light Photo Enforcement System.

If an officer on patrol witnesses a red light violation at a photo red light enforced approach, the officer may initiate a traffic stop to inform the driver of the violation. If no citation is issued, the officer shall complete a field interview form and forward it to the CHPD PRLEP personnel prior to the end of shift; to facilitate positive identification of the driver, for purposes of issuing a PRLEP citation.

Any Officer taking enforcement action on a possible PRLEP violation, shall notify PRLEP personnel of the incident and action taken by the end of shift; to prevent the issuance of a second citation.

504.9 CONFIDENTIALITY

Data from the SmartOps system will only be reviewed by the PRLEP personnel that have been trained by Redflex. All persons authorized to review data for citation issuance or dismissal will be assigned a login user name and password to the SmartOps system. The user name and/or password shall not be shared with anyone.

Photographic records made by the system shall be confidential, and shall be made available only to governmental agencies and law enforcement agencies and only for enforcement purposes.

Confidential information obtained from the Department of Motor Vehicles for the administration or enforcement of red light violations shall be confidential, and may not be used for any other purpose.

Except for court records described in Section 68152 of the Government Code, the confidential records and information may be retained for up to six months from the date the information was first obtained, or until final disposition of the citation, whichever date is later, after which time the

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information shall be destroyed in a manner that will preserve the confidentiality of any person included in the record or information.