



City of La Crosse, Wisconsin

City Hall
400 La Crosse Street
La Crosse, WI 54601

Meeting Minutes

Municipal Parking Utility Board

Wednesday, December 16, 2015

4:00 PM

3rd Floor Conference Room

Call to Order, Roll Call

Martin Gaul, Vice Chair, presiding

Present: 6 - Robert Abraham, Joe Ledvina, Robin Moses, Jay McHenry, Martin Gaul, Elaine Yager

Excused: 1 - Richard Swantz

Absent: 2 - James Cherf, Dan Wettstein

Approval of Minutes

A motion was made by Yager, seconded by Abraham, to APPROVE the minutes of October 28, 2015. The motion carried by voice vote.

Parking Utility Coordinator Report

*-Hired a new full-time and part-time janitor starting January 4.
-Maintenance truck totalled in accident; had to ask for an emergency appropriation.
-20 applications in the file for the Coordinator position; will begin screening and interviews after the first of the year.*

Status of 2016 operating budget relating to Parking Utility staffing and maintenance

Council approved the request to restore funds in the Parking Utility Budget for staff and maintenance. Regarding unspent marketing funds, it was stated that unspent funds are automatically transferred into Parking Utility Reserve fund.

Roll Call

Present: 8 - Richard Swantz, Robert Abraham, Joe Ledvina, Robin Moses, Dan Wettstein, Jay McHenry, Martin Gaul, Elaine Yager

Absent: 1 - James Cherf

[15-1187](#)

Parking Utility Monthly Report (November 2015).

A motion was made by Wettstein, seconded by Yager, that this Report be RECEIVED AND FILED. The motion carried by voice vote.

[15-1223](#)

Parking Utility Monthly Report (December 2015).

A motion was made by Yager, seconded by Moses, that this Report be RECEIVED AND FILED. The motion carried by voice vote.

[15-1224](#)

Indigent customer policy.

Staff came up with a policy about a year ago for individuals who claim they have no money to pay their parking fees. The policy was put on hold because they were considering having Police write a citation for the amount of the fee. Since there was no guidance, staff is bringing this policy back for consideration.

There was discussion that \$6 per day is maximum parking fee and if a ticket is written it should probably be for \$12. In order to establish the ticket amount, it should be in an ordinance, and there can be fine tiers. Writing tickets is the smoothest, most efficient way to achieve payment. Also, certain staff can be authorized to write tickets.

Abraham and Haines will work on an ordinance to establish parking ticket fees for which there are none, for consideration by the Board in January.

[15-1257](#)

Reward program for vandalism informants.

Staff wants to post pictures in the Main St. ramp of vandals that are on camera, but on foot so their license plate and identity can't be captured, and offer a reward program if they are identified. There was discussion that Crime Stoppers already has a system in place, and we shouldn't re-invent the wheel. It was also suggested that the Parking Utility consider a donation to Crime Stoppers for including pictures on wanted posters and other expenses for being in the program.

Abraham and Haines will investigate this matter with the Crime Stoppers board and return a recommendation to the Parking Utility Board in January.

Next Meeting Date/Agenda Items

- Review of the fine structure - referred ordinance from Council
- Ordinance for new fines not currently established by ordinance
- Marketing plan

Adjournment

A motion was made by Ledvina, seconded by Yager, to ADJOURN at 4:32. The motion carried by voice vote.