

LF011503-16

MEMORANDUM

TO: Mayor Jerry Munson
Council Members

FROM: Michael S. Booher
Assistant City Attorney

DATE: January 8, 2003

Re: Parking Policy

1. The City Attorney's office does not void or dismiss parking tickets that violate the Municipal Code.
2. People are given one courtesy dismissal for not hanging their tags in leased parking areas and also one courtesy dismissal for not hanging their handicap permits. After one courtesy dismissal has been given and the party or person is informed of the policy, no more dismissals are given for not displaying or hanging tags.
3. If a person wants to dispute a parking ticket they are told to come in and talk to Michael Booher, the Assistant City Attorney, on Wednesday mornings at 8:00 a.m.
4. Before a vehicle is booted, the meter personnel verify with the city attorney's office or cashier's office that no recent payments have been made.
5. Receipts are collected from the meter fine boxes and posted each day.

MSB:fk