

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, NOVEMBER 19, 2018

PORTSMOUTH, NH
TIME: 6:15 PM

I. CALL TO ORDER

Mayor Blalock called the meeting to order at 7:10 p.m.

II. ROLL CALL

PRESENT: Mayor Blalock, Assistant Mayor Lazenby, Councilors Roberts, Pearson, Dwyer, Denton, Perkins, Raynolds and Becksted

Assistant Mayor Lazenby moved to seal the minutes of the Non-Public Session. Seconded by Councilor Becksted.

On a unanimous roll call 9-0, voted to seal the minutes of the Non-Public Session.

Mayor Blalock closed the Non Public Session at 7:15 p.m.

III. INVOCATION

Mayor Blalock asked everyone to join in a moment of silent prayer.

IV. PLEDGE OF ALLEGIANCE

Mayor Blalock led in the Pledge of Allegiance to the Flag.

PRESENTATION

1. McIntyre Property

Deputy City Manager Colbert Puff said all designs remain conceptual and Redgate will be speaking on the preservation and use plan. She also advised the Council at the December 17, 2018 City Council meeting we will have a Presentation on the Redgate/Kane financial plan, with a public hearing on the project January 7, 2019 and approval of the HSP application development agreement and lease.

Steve Purdue, Redgate provided a brief presentation regarding the plan, design and agreements for the project. He addressed the housing units and parking as well as the site plan and guiding principles. He spoke to the design of the outdoor plazas and spaces. He said that many different activities and strong programming will make the site successful. Mr. Purdue also addressed the active lively community space that is being considered for the project.

Councilor Dwyer asked Mr. Purdue to address environmental conditions in the building. Mr. Purdue reported that the building has asbestos throughout that would need to be removed and has been factored into the plan.

Councilor Becksted asked about the United States Postal Service remaining in the building. Mr. Purdue stated that the United States Postal Service would like to speak with Redgate/Kane again on that topic. Councilor Becksted spoke on the importance of parking at the site. He said there needs to be a plan for parking for employees and to make sure there is a plan not to impact that part of the City.

Councilor Roberts asked why you don't expand the parking garage and what would be the cost. Mr. Purdue said that they cannot expand the garage because of limited space, and to put parking under neither is cost prohibitive.

Councilor Pearson asked if the programmed plaza space would have an office on site. Mr. Purdue said they have not given that much thought at this point.

Mayor Blalock said we could appoint a committee on programming the space.

Councilor Roberts asked if there will be a Transportation Management Plan. Mr. Purdue said that is correct.

V. ACCEPTANCE OF MINUTES – SEPTEMBER 4, 2018

Councilor Perkins moved to accept and approve the minutes of the September 4, 2018 City Council meeting. Seconded by Assistant Mayor Lazenby.

Councilor Roberts moved to amend page 7 of the minutes by deleting paragraph 4. Seconded by Councilor Reynolds and voted.

Main motion passed, as amended.

VI. PUBLIC COMMENT SESSION

Roy Helsel spoke on Jay Walking and how that is a problem in the City and would like to see individuals receive tickets for this violation. He also suggested installing Jay Walking is prohibited signs.

Esther Kennedy spoke regarding a meeting held on drinking water and receiving feedback on what is happening and for this to take place in the near future.

James Boyle spoke on the exposure the City has regarding the lawsuit. He asked to put the permit in place for him to operate his business.

Pat Bagley would like to see microphones added to Conference Room A during meetings in order to hear individuals speaking when the meeting is being televised.

Paige Trace spoke regarding the Boyle lawsuit and the need for the City to settle. She said that taxpayers want the City to sit down with Mr. Boyle and settle the case and to treat him with respect. She also asked to lengthen the holiday parking time.

Assistant Mayor Lazenby moved to suspend the rules to bring forward the Fee Committee Item XI. E.1. – Report Back relative to resident discount at on-street parking meters in conjunction with expansion of the meter rates in High Occupancy Zones. Seconded by Councilor Denton and voted.

Assistant Mayor Lazenby moved to reopen the public hearing on Ordinance amending Chapter 7, Article I, Section 7.102 – Parking Meter Zones, Subsection A, Downtown High Occupancy Zone. Seconded by Councilor Denton and voted.

E. COUNCILORS DWYER & RAYNOLDS

1. Memorandum and Minutes from Fees Schedule Study Committee:
 - Resident Discount at Parking Meters in conjunction with expansion of the meter rates in High Occupancy Zones

VII. PUBLIC HEARINGS & VOTES ON ORDINANCES AND/OR RESOLUTIONS

- A. ORDINANCE AMENDING CHAPTER 7, ARTICLE I, SECTION 7.102 – PARKING METER ZONES, SUBSECTION A, DOWNTOWN HIGH OCCUPANCY ZONE

• **PRESENTATION**

City Manager Bohenko requested that the Fee Committee speak relative to this matter.

Councilor Dwyer reported that the Fee Committee worked with Ben Fletcher, Parking Director and research was conducted on park easy and the added discount of \$.25. She stated that the high occupancy areas will allow residents to do a discount of \$.50.

City Manager Bohenko asked Parking Director Fletcher to come forward and speak to the reduction which was changed from \$.25 to \$.50 at the metered spaces. Parking Director Fletcher said that this is a holistic approach on parking management between long term and short term parkers and discounting users that use the easy park system. He reported that it is prudent to increase the high occupancy parking zone and that the September data has changed and the City needs to move forward with a completed approach. He advised the Council that the roll out date will be before the end of the first calendar quarter. He spoke to the easy park system application with credit card payment and stated there will be a resident list of easy park users.

- **CITY COUNCIL QUESTIONS**

Councilor Pearson asked if users would need to come to City Hall to get the device. Parking Director Fletcher stated users would need to come to City Hall to pick up the device.

Councilor Raynolds asked why residents would need to come down to verify residency. City Manager Bohenko said State law prohibits the City from accessing the State data base of vehicle owners.

Discussion followed on the credit card features, payments and convenience fees. City Manager Bohenko stated that residents do not pay the convenience fee.

Councilor Roberts said he would like to know about more dynamic pricing. City Manager Bohenko said we were going to look at dynamic pricing but that more time is needed to report back on that matter. He stated that we are estimating \$200,000.00 in parking revenue and would like to come back in a year with a report back.

Mayor Blalock read the legal notice and reopened the public hearing.

- **PUBLIC HEARING SPEAKERS**

Louise Richardson stated the new parking ordinance will impact Washington Street and increase the meter rate. She spoke on the increase and said some people refuse to come and visit her on Washington Street due to the parking meter fees. Mrs. Richardson said that now tenants have multiple cars and she has developed a parking plan for her property. She requested that the parking plan exclude the Washington Street area.

Roy Helse asked what we are doing for people that do not have a smart phone.

CJ Fleck said the vast majority of residents will not go to City Hall for the app, so basically you are increasing the price of parking by doing this.

Beth Danilowski said people in the Washington Street area do not support the increase in the parking rate. She also stated that people do not know the Foundry Garage is open, and the cost of parking at that garage is less than the High Hanover Parking Garage.

With no further speakers, Mayor Blalock closed the public hearing.

Assistant Mayor Lazenby moved to pass second reading and schedule third and final reading of the proposed Ordinance, as amended.

Councilor Becksted moved to postpone second reading of the ordinance until April 2, 2019. Seconded by Councilor Denton.

Councilor Dwyer said people will get the easy park device and not use a smart phone. She said the reason for the high occupancy zone is to address turn over for merchants which will get cars to move along. She said in the New Year we need to bring all boards together and look at turn over and what residential parking would be. She stated many things have changed since the parking principles were created. She suggested having a parking summit.

Councilor Pearson said residents will come to City Hall and not the Police Department for the parking app.

Councilor Raynolds said he agrees with Councilor Dwyer that many things have changed. He said it is important that we continue to advertise the \$.50 reduction for residents.

Councilor Becksted said Penhallow Street costs \$2.00 an hour to park and \$50.00 per day and \$50.00 a day for a meter bag, where another section of the City would only cost \$35.00 a day. He stated you are effecting business owners and taxpayers. He said these increases raise the cost for the taxpayers.

Assistant Mayor Lazenby said coming up with the discount is a good achievement and feels we should continue the discussion.

Councilor Dwyer said we could have the ordinance go into effect when the app goes into operation. She said Councilor Becksted raises a question in parking at a bagged space would the discount apply and could we connect this to the availability of the app.

Councilor Pearson said we may not have the data available by April.

Councilor Becksted withdrew his motion and Councilor Denton withdrew the second.

Councilor Becksted moved to postpone second reading until February 1st when the app becomes available. Motion received no second.

Councilor Dwyer moved to pass second reading amending the ordinance to make it effective February 15, 2019. Seconded by Councilor Raynolds.

Councilor Becksted asked if third reading would take place at the next meeting.

Mayor Blalock confirmed that it would.

Motion passed, as amended.

Councilor Roberts requested that a handout be provided on the discount when individuals register their vehicles.

On a roll call 8-1, voted to pass main motion, as amended. Assistant Mayor Lazenby, Councilors Roberts, Pearson, Dwyer, Denton, Perkins, Reynolds and Mayor Blalock voted in favor. Councilor Becksted voted opposed.

- B. ORDINANCE AMENDING CHAPTER 10 – ZONING ORDINANCE BY DELETING THE EXISTING ARTICLE 12 – SIGNS AND INSERTING IN ITS PLACE IN A NEW ARTICLE 12 – SIGNS AS PRESENTED IN THE DOCUMENT TITLED “PROPOSED” AMENDMENTS TO THE PORTSMOUTH ZONING ORDINANCE: ARTICLE 12 SIGNS”, DATED SEPTEMBER 25, 2018

- **PRESENTATION**

Planning Director Walker provided a presentation on the ordinance and advised the Council it has been recommended by the Planning Board. She stated this change will bring the ordinance into legal compliance. She spoke to being cautious on the regulation of signs and how it could affect first amendment rights. Planning Director Walker reported that consultant Rick Taintor worked on these ordinance amendments. She spoke to regulations on real estate signs which are temporary signs which are allowed on a lot for a certain period of time. She stated there is no permit required for the sign placement. She addressed the placement of election signs for 90 days with removal in 7 days after the election. Planning Director Walker also spoke regarding information signs and key changes to clarify flags as a sign type does not require a permit however, added a provision on the number of flags allowed. She said other signs such as on motor vehicles cannot take the place of the sign and need a sign permit. She further stated we are not trying to regulate holiday decorations. She spoke to changes that were made to free standing signs and adding to gateway zoning districts.

- **CITY COUNCIL QUESTIONS**

Councilor Becksted asked if there is any guidance on signs on public property. Planning Director Walker said zoning will not regulate or restrict the signs.

Councilor Denton asked about the giant inflatables. Planning Director Walker said it probably falls under lighting signage and there are regulations for special events. Councilor Denton asked about banners and if they need to be receiving approval. Planning Director Walker said a banner on a public building would require approval.

- **PUBLIC HEARING SPEAKERS**

Mayor Blalock declared the public hearing open and called for speakers.

Esther Kennedy said she does not feel 7 days is long enough to remove a political sign. She also addressed illumination signs and said we could allow illumination for holiday signs as only being allowed.

With no further speakers, Mayor Blalock declared the public hearing closed.

Councilor Raynolds moved to pass second reading and schedule third and final reading of the proposed Ordinance at the December 3, 2018 City Council meeting to amend the Zoning ordinance by deleting the existing Article 12 – Signs and inserting in its place a new Article 12 – Signs as presented in the Document titled “Proposed Amendments to the Portsmouth Zoning Ordinance: Article 12 – Signs”, dated September 25, 2018. Seconded by Councilor Denton.

Councilor Denton said he would recommend not regulating flags. Planning Director Walker said the recommendation of the Planning Board was to regulate flags by local or federal government officials. Councilor Denton would like to not limit the content of the flags. He said on elections signs he understands 90 days prior but with the federal elections he does not want to limit the placement of the signs.

Assistant Mayor Lazenby said he would like to broaden the flag regulations and would like to allow more time for the placement of signs.

Councilor Dwyer said you do not want to see a big Texaco sign and to allow all kinds of flags. She said we could regulate content and suggested coming back with a report on the various discussions.

Mayor Blalock suggested postponing until the next meeting.

Councilor Roberts moved to post pone until the next meeting. Seconded by Councilor Becksted.

Councilor Dwyer said you could go to the Zoning Board of Adjustment for a variance for lighting regulations.

Motion passed.

- C. Third and final reading of Ordinance amending Chapter 7, Article XIX, Section 7.1901 – 7.1905 – Shared Active Transportation

Councilor Pearson moved to pass third and final reading of the proposed Ordinance. Seconded by Councilor Roberts and voted.

- D. Third and final reading of Ordinance amending Chapter 14, Article II, Section 14.2 – Demolition Ordinance

Councilor Dwyer moved to pass third and final reading of the proposed Ordinance. Seconded by Assistant Mayor Lazenby and voted.

VIII. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Donations Re: USS New Hampshire
- Wilcox Industries Corp - \$500.00
 - Renee Plummer dba Two International Marketing - \$500.00
 - Piscataqua Savings Bank - \$500.00
 - Sean Mahoney - \$500.00
 - Propeller Club of the United States 06/92 - \$500.00

Assistant Mayor Lazenby moved to accept and approve the donations for the USS New Hampshire, as presented. Seconded by Councilor Pearson and voted.

- B. Acceptance of Grant for Household Hazardous Waste Collection

Councilor Dwyer moved to accept and expend a \$4,287.00 DES grant for the purpose of household hazardous waste collection events and authorize the City Manager to execute any documents which may be necessary for this grant contract. Seconded by Assistant Mayor Lazenby and voted.

- C. Acceptance of Grants and Donation – Portsmouth Police Department
- Bulletproof Vest Grant - \$5,817.50
 - FY 2018 Internet Crimes Against Children Task Force Funding Grant - \$274,854.00
 - Highway Safety Grants - \$31,930.00
 - Lonza Biologics Corporations - \$4,000.00

Councilor Roberts moved to accept and approve the grants and donation to the Portsmouth Police Department, as presented. Seconded by Councilor Pearson and voted.

- D. Acceptance of Donation – Portsmouth Fire Department - \$2,000.00 from Oreen M. Audette, “In Memory of Our Loved Ones” from the Audette Family

Assistant Mayor Lazenby moved to accept and approve the donation to the Portsmouth Fire Department, as presented. Seconded by Councilor Reynolds and voted.

IX. CONSENT AGENDA

- A. Request for License to Install Projecting Sign for Regina Piantedosi owner of Regina Piantedosi for property located at 46 State Street (***Anticipated action - move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the City Manager to execute the License Agreement for this request***)

Planning Director’s Stipulations

- ***The license shall be approved by the Legal Department as to content and form;***
 - ***Any removal or relocation of projecting sign, for any reason, shall be done at no cost to the City; and***
 - ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works)***
- B. Letter from Donald Allison, Eastern States 20 Mile Road Race requesting permission to hold the race on Sunday, March 24, 2019 (***Anticipated action – move to refer to the City Manager with power***)
- C. Letter from Lilia Potter-Schwartz, Race to Educate requesting permission to hold their annual race on Sunday, May 26, 2019 at 12:30 p.m. (***Anticipated action – move to refer to the City Manager with power***)
- D. Letter from Emily Christian, National Multiple Sclerosis requesting permission to hold the 2019 Walk MS: Portsmouth on Saturday, April 13, 2019 from 10:00 a.m. until 2:00 p.m. (***Anticipated action – move to refer to the City Manager with power***)

Assistant Mayor Lazenby moved to adopt the Consent Agenda. Seconded by Councilor Roberts and voted.

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Email Correspondence

Assistant Mayor Lazenby moved to accept and place on file. Seconded by Councilor Pearson and voted.

- B. Letter from Jim Splaine regarding Coakley Landfill & Coakley Landfill Group

Councilor Dwyer moved to accept and place on file. Seconded by Assistant Mayor Lazenby and voted.

- C. Petition from Residents of Pinehurst Road requesting to change the zoning for the properties on Pinehurst Road from General Resident A (GRA) to Single Resident B (SRB)

Councilor Pearson moved to refer to the Planning Board for report back. Seconded by Assistant Mayor Lazenby.

Councilor Roberts requested the Planning board to be careful on limiting the density to just Single Resident B.

Motion passed.

- D. Letter from Colette Foley regarding Middle Street and Lafayette Road Bicycle Lanes

Assistant Mayor Lazenby moved to accept and place on file. Seconded by Councilor Dwyer and voted.

At 9:00 p.m., Mayor Blalock called a brief recess. At 9:10 p.m., Mayor Blalock called the meeting back to order.

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

1. Acceptance of Doble Deed

City Manager Bohenko said we have received the deed and will move forward with construction of the Senior Activity Center. He reported that we are using Community Development funds for the design. He stated the work includes logistical preparations for taking control of the building and ensuring the building and grounds are maintained after site control is secured. City Manager Bohenko said the new space will allow for

more programming and provide needed space for other community programs that complement and expand the senior offerings, including intergenerational programming.

Councilor Becksted moved to accept the deed for the property at 125 Cottage Street in Portsmouth, New Hampshire and further authorize the City Manager to execute all necessary documentation to affect the same subject to a time search. Seconded by Assistant Mayor Lazenby and voted.

2. Report Back Re: Quitclaim Deed – Property located off of Lafayette Road – Tax Map 296, Lot 2

Deputy City Attorney Woodland said in order to clear up title to a 6.5 acre mostly wet, land-locked parcel on the border of Greenland and Rye, the Legal Department recommends that the City accept a quitclaim deed for the parcel from Mary Beth Herbert who resides at 112 Gates Street, Portsmouth. She reported in 1995 the former Tax Collector issued a tax deed conveying land located on Lafayette Road known as Tax Map 296, Lot 2 to Mary Beth Herbert. She stated this conveyance was in error. Deputy City Attorney Woodland said Ms. Herbert does not wish to retain any interest in Lot 2 and the Legal Department has prepared a quitclaim deed to accomplish this clearing up of title. She advised the Council that the Planning Board voted to recommend acceptance of a quitclaim deed.

Assistant Mayor Lazenby moved to accept a quitclaim deed from Ms. Herbert for property located at Tax Map 296, Lot 2, for land-locked property located off of Lafayette Road on the border of Greenland and Rye. Seconded by Councilor Denton and voted.

3. 299 Vaughan Temporary Construction License
4. 135 Congress Street Temporary Construction License
5. 46-64 Maplewood Avenue Amended Fee for Approved Temporary Construction License

City Manager Bohenko said there are changes that have been reflected to address some fees for temporary construction licenses for project-related work that will require the encumbrance of City property along Green Street and Vaughan Street for different periods of time during the project's construction. He said the total fee for the temporary license was calculated based on the \$0.15 per square foot per day as defined in the City Council policy. He advised the Council the policy also allows him to waive the license fees for parking in unmetered spaces if the applicant can provide equivalent public parking in the immediate vicinity of the licensed area. City Manager Bohenko reported the developer is proposing to continue to provide the four (4) temporary parking spaces at the 111 Maplewood Avenue property as approved for the Phase 1 license, labeled as T6 or T9 on the license plan provided. He stated in addition, the developer is proposing to provide 16 daily parking passes for covered spaces in the Portwalk Place parking garage – 10 of these will be available 7 days a week, 6 will be weekday only.

Planning Director Walker reviewed the parking credits where each space is 160 square feet, which calculates to \$24 per space per day. She said for the 4 uncovered spaces, 240 days, the total credit is \$23,040. She reported the covered parking spaces are generally higher value to the City and the users than an unmetered on-street space, City staff are proposing a credit of \$36 per day per space. She reported for the 10 covered spaces, 240 days, the total credit is \$86,400.00 and for the 6 covered spaces, 185 days, the total credit is \$39,960. She further stated as a result, the license fee has been reduced from \$224,460 to \$75,060.

City Manager Bohenko said staff is recommending that the authorization of the license provide the ability for City staff to adjust the fee if the policy is amended during the term of the license without further action of the City Council. He advised the City Council based on the currently proposed revised policy as reviewed and recommended by the Fee Committee, the new base fee would be \$74,820 and the adjusted parking credits would be \$49,880, bringing the total license fee to \$24,940.

Assistant Mayor Lazenby moved to authorize the City Manager to execute and accept the temporary construction license regarding 299 Vaughan Street as submitted and that the City Manager may adjust the fee if the License Fee for Encumbrance of City Property Policy is amended by City Council during the term of the license. Seconded by Councilor Roberts.

Councilor Becksted said a reduction in fees is significant on some large projects.

City Manager Bohenko said there is a fine line between a fee and a tax. He said we needed to make an adjustment not to create a tax.

Planning Director Walker said the total reduction could be reduced by \$75,000.00 the parking credit is proposed at a lower fee that would be an effect on the total project cost.

Councilor Dwyer said you can't just arbitrarily set fees, you need to keep the parking credit under certain circumstances.

Deputy City Attorney Woodland said we need to manage the fees and we are learning as we move along.

Motion passed. Councilor Becksted voted opposed.

4. 135 Congress Street Temporary Construction License

Assistant Mayor Lazenby moved to authorize the City Manager to execute and accept the temporary construction license regarding 135 Congress Street as submitted and that the City Manager may adjust the fee if the License Fee for Encumbrance of City Property Policy is amended by City Council during the term of the license. Seconded by Councilor Dwyer and voted. Councilor Becksted voted opposed.

5. 46-64 Maplewood Avenue Amended Fee for Approved Temporary Construction

Councilor Reynolds moved to authorize the City Manager to execute and accept an amendment to the temporary construction license for 46-64 Maplewood Avenue as approved by the Council on October 1, 2018 by adding the following:

In the event that the City Council amends and reduces the License Fee for Encumbrance of City Property Policy during the term of this License, the City will reimburse Licensee a portion of its License Fee on a pro rata basis consistent with the amended policy without the need of further vote of the Council. Seconded by Assistant Mayor Lazenby. Councilor Becksted voted opposed.

6. 90 & 110 Brewery Lane License for Street Lights on Public Property

Councilor Denton recused himself from this matter as he is a resident of 110 Brewery Lane.

City Manager Bohenko reported that the owners of the property require a perpetual license from the City to allow the property owner to install, maintain, replace and pay electric bills for the five street lights. He stated the license agreement requires that the lights shall be turned on consistent with the hours of operation for the City's other street lights, but shall otherwise be the responsibility of the property owner to maintain, repair, and if necessary, replace.

Councilor Pearson moved to authorize the City Manager to execute and accept a license agreement with Brewery Lane Portsmouth, LLC for street lights associated with the project located at 90 & 110 Brewery Lane. Seconded by Assistant Mayor Lazenby and voted. Councilor Denton recused from voting on this matter.

7. Request for First Reading Re: Zoning Ordinance Amendments to Article 11 Off-Street Parking

City Manager Bohenko said the amendments are being proposed to clarify the off-street parking requirements in the zoning ordinance. He said specifically, additional criteria is being proposed for the granting of a conditional use permit by the Planning Board for providing less than the minimum number of off-street parking spaces required or for exceeding the maximum of off-street parking spaces allowed.

Councilor Dwyer said we need to look at a broader set of parking principles.

Planning Director Walker said that it would be good to have the regulations in effect for the Planning Board on parking regulations and considering the conditional use permit.

Councilor Roberts said he agrees with Councilor Dwyer's idea for the need of a broader set of parking principles.

City Manager Bohenko said he would withdraw to bring forward at a later date.

Councilor Perkins asked why Councilor Roberts is concerned. Councilor Roberts said it is adding regulations for residents and various businesses.

Planning Director Walker said these are already part of Planning Board regulations.

City Manager Bohenko withdrew this item and will bring it forward at a later date.

8. 2019 Schedule of City Council Meetings and Work Sessions

Assistant Mayor Lazenby moved to approve the 2019 Schedule. Seconded by Councilor Dwyer and voted.

9. Next Steps Re: Mayor's Blue Ribbon Committee on Sister Cities and Citizen Diplomacy

Assistant Mayor Lazenby moved to accept the report. Seconded by Councilor Roberts.

Mayor Blalock passed the gavel to Assistant Mayor Lazenby.

Mayor Blalock said he would keep a Sister Cities Committee active and further our relationships with those that currently exist as well as form new relationships.

Assistant Mayor Lazenby returned the gavel to Mayor Blalock.

Motion passed.

10. Holiday Parking

City Manager Bohenko said in keeping with past traditions, the Parking Division proposed that the City Council consider offering on-street downtown parking free of charge from Monday, December 17th through Monday, December 24th in an effort to attract the shopping public and in support of downtown businesses.

Mayor Blalock said he would like to include Christmas Day to the Holiday Parking.

Councilor Becksted said he would like to keep Holiday Parking at 10 days.

Councilor Perkins said this makes it harder for parking downtown.

City Manager Bohenko said we enforce the parking limits and we encourage shop owners not to park in front of their businesses.

Councilor Pearson said this is a feel good welcoming gesture and would like to have some notice of the new parking garage as additional available parking.

Councilor Roberts said he would like to see the funds spent on other things. He said we should look at applying the money to working transportation such as public transportation and circular buses.

Councilor Reynolds said he agrees with Councilor Roberts comment for circular buses.

Assistant Mayor Lazenby moved to authorize the City Manager to implement a free holiday parking period from Sunday, December 16th through Tuesday, December 25th. Seconded by Councilor Pearson and voted.

11. Banfield Road Improvements

City Manager Bohenko said that the Public Works Department is working on road improvements as part of the Banfield Road Improvements Project. He said City-owned property located on the south side of Banfield Road is currently a conservation property as defined and regulated by City Ordinance. He said pursuant to that Ordinance, any use other than for the purposes of passive recreation must be approved by the City Council by a two-thirds vote. He said the City is seeking to use the property for drainage purposes to improve the road, a vote of the Council is required.

Councilor Denton moved to refer to the Conservation Commission the proposed roadway drainage impacts to conservation property identified as parcel 0294-0009-0000 for a review and report back. Seconded by Councilor Pearson and voted.

Councilor Dwyer asked for an update on the budget work session for next week. City Manager Bohenko spoke to the budget work session that have been held for expansion of services. He stated on November 28th a pro-forma budget will be created to show operating costs as well as a status quo budget. He said the City Council could schedule other work sessions on the budget to implement some services on a gradual basis.

Councilor Becksted asked if there will be public participation. Mayor Blalock said the public could submit questions written on cards.

City Manager said we would provide the numbers on the evening of the work session and make a presentation.

Councilor Perkins would like to see another work session scheduled.

B. MAYOR BLALOCK

1. Appointment to be Considered:
 - Chase Hagaman reappointment to the Zoning Board of Adjustment

City Council considered the reappointment of Chase Hagaman to the Zoning Board of Adjustment to be voted on at the December 3, 2018 City Council meeting.

C. COUNCILOR ROBERTS

1. Parking and Traffic Safety Committee Action Sheet and Minutes of November 1, 2018 meeting

Councilor Roberts moved to accept and approve the action sheet and minutes of the November 1, 2018 Parking and Traffic Safety Committee meeting. Seconded by Councilor Perkins and voted.

2. Proposed Demolition of St. Patrick School

Councilor Roberts said there is a proposal to demolish St. Patrick School. He spoke to drafting a letter to Bishop Labasci for a dialogue with community members.

Councilor Roberts moved to send a respectful communication to Bishop Labasci expressing the City Council's support for the Church engaging in a dialogue with community members to find a creative reuse for the St. Patrick's School building that would meet the needs and mission of the Church and preserve the historic structure. Seconded by Councilor Denton.

Councilor Denton said that this is to engage in a dialogue for a possible solution.

Councilor Dwyer said she supports a dialogue but feels the motion goes too far. She said we should look at how the building could be preserved.

Councilor Perkins said she feels that dialogue could have an effect but does not know if it is the City Council's role to ask for a dialogue.

Councilor Raynolds agreed with Councilors Dwyer and Perkins.

Councilor Denton moved to amend the motion and strike everything after Church. Seconded by Assistant Mayor Lazenby.

Councilor Roberts said the needs of the community need to be a factor.

Councilor Roberts withdrew his motion and Councilor Denton the second to the original motion.

Councilor Roberts moved to send a respectful communication to Bishop Labasci expressing the City Council's support for the Church engaging in a dialogue with community members regarding the St. Patrick's School building that would meet the needs of the Church and the community. Seconded by Councilor Denton and voted.

D. COUNCILOR PEARSON

1. Update on Foundry Garage Art

Councilor Pearson said Foundry Garage opened and the percent for art is being installed. She explained the design which will be etched onto the glass. She said the design will be on both sides of the tower and close to the sidewalk.

Mayor Blalock thanked Councilor Pearson, staff and City Manager Bohenko and said the art work will enhance the building.

Councilor Pearson said we will have an art opening at the Liars Bench once the project is completed.

E. COUNCILORS DWYER & RAYNOLDS

1. Memorandum and Minutes from Fees Schedule Study Committee:
 - Proposed amendment to City Policy 2018-02 – License Fee for Encumbrance of City Property

Councilor Dwyer moved to accept the proposed amendment to City Policy 2018-02 License Fee for Encumbrance of City Property. Seconded by Councilor Raynolds.

On a roll call 8-1, motion passed. Assistant Mayor Lazenby, Councilors Roberts, Pearson, Dwyer, Denton, Perkins, Raynolds and Mayor Blalock voted in favor. Councilor Becksted voted opposed.

F. COUNCILOR DENTON

1. Request the City complete a Capital Improvement form for a Level 3 480 volt Direct Current Fast Charger to be placed in Market Square

Councilor Denton requested to have a Capital Improvement Plan Form completed to place a Level 3 480 Fast Charger in the downtown and discuss this item during the Capital Improvement Plan process.

XII. MISCELLANEOUS/UNFINISHED BUSINESS

XIII. ADJOURNMENT

At 10:15 p.m., Assistant Mayor Lazenby moved to adjourn. Seconded by Councilor Becksted and voted.

A handwritten signature in black ink that reads "Kelli L. Barnaby". The signature is written in a cursive, flowing style.

KELLI L. BARNABY, MMC, CMC, CNHMC
CITY CLERK