

PARKING COMMITTEE MEETING
7:30 AM –Thursday, April 10, 2008
City Hall – Conference Room A

NOTE TIME CHANGE

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 7:30 a.m.

II. ROLL CALL

Members Present: Councilor Ken Smith, Chair
Steve Parkinson, Public Works Director
Deputy Police Chief Len DiSesa
Jon Frederick, Parking Manager
Andrew Purgiel, City Auditor

Also present were Joshua Anderson of Cathartes, Shaun McEachern, Hilton Garden Inn and Shari Young, Sheraton Portsmouth Harborside.

III. ACCEPTANCE OF THE MINUTES:

MOTION made by Andrew Purgiel to accept the minutes of the March 13, 2008 meeting. Seconded by Jon Frederick. Motion passed.

IV. NEW BUSINESS:

- (A) **Hilton Garden/Sheraton Portsmouth Harborside** – Parking Inventory and Parking Solutions for Guests, Employees and construction Workers at both Hotels during construction of new facilities – The Chair stated this is to find out what the parking needs will be so that we can prepare. The City Manager stated that the idea is not to try to overlap the construction management plan which we are in the process of working with the Planning and Public Works Departments, this is dealing with the parking needs.

The Chair asked Mr. Anderson what his needs are going to be for those areas.

Mr. Anderson stated that they are still in the planning stages and look forward to flushing out the parking plans during the construction management mitigation as this is an important issue for them. They are looking at starting the end of the third quarter or beginning of fourth quarter. The biggest impact during construction is that it will take the parking spaces currently used by the Hilton Garden Inn out of service. Currently the Hilton Garden Inn has arrangements with Parade Office

LLC parks cars on the Parade Office site and when construction starts those spaces will be taken out of service. Mr. Anderson stated they will be relatively self contained on the site during construction. In the early stages the garage will be built and in the later stages the garage will be available for on site parking. If there is congestion and overflow parking is required, they would institute a shuttle service.

The City Manager asked if anyone had contacted Bethel Assembly Church and perhaps work with them and asked Jon Frederick to contact the Pastor.

Shaun McEachern stated out of 131 they have 30 spaces on-site and 10 more for stacking. On a full night need about 90 spaces worst case, usually about 65 on average for an additional 75 spaces.

Mr. Anderson stated they have thought about making use of the High-Hanover Garage.

Shari Young stated their plans are also very preliminary and hope to start construction in the fourth quarter is just speculation now. There are 248 spaces on the service lot so 248 spaces is what would be missing from day. Once construction begins there will only be construction vehicles, no employees, guests or condo owners. There are 160 on-site spaces at the hotel which will continue to be operated and anticipate increasing that capacity through valet parking and stacking in their underground garage. With 160 existing spaces and potentially estimating another 40 there will be approximately 200 useable spaces at the hotel.

Ms. Young has spoken with Robin Whittaker of the Isles of Shoals Steamship Co.

The City Manager stated that the Albacore would be a good area within walking distance.

Ms. Young stated they are open to Isles of Shoals, Albacore, and there may be some land at the Port Authority, not for public parking, for shuttle parking, where they would valet a guest car, employee parking area off site. Based upon usage, guest, condo owner and employees, an average peak situation (8:00 a.m. to 3:00 p.m.) the number of cars at the hotel during the day for meeting use exceeds number of cars on a full night as every room does not represent a car. 222 to 250 would be an average number with considering construction, there would be about a 50 car shortage. A missing element is still the construction plan which the consultants are working on. The intention has been that the garage would be built first and available for use while the rest of the project is being done.

The City Manager stated that the City will work with them.

The Chair stated discussion of the possibility of taking a section of the Parking Garage and come up with a private leasing issue where they can have their own valet.

The City Manager stated that we have tax exempt bonds outstanding on that garage, there are Regulations and we would need to check with the bond company.

The Chair stated with this information the City can start conversations for parking areas as this will tremendously impact the downtown and Northern Tier.

The chair thanked them for being present.

The Chair asked Jon Frederick to talk with these locations for a report back and work with the City Manager.

The City Manager and Jon Frederick will sit down with the City Attorney regarding our tax exempt bonds.

Jon Frederick stated that in 2007 there were 67 times when the garage was full, 27 of those were at night, all Friday and Saturday nights. Their peak time is matching our peak time.

VI. OTHER BUSINESS:

- (A) **Optima Bank** – The City Manager received a letter requesting a space. Jon Frederick spoke with the bank and are agreeable to using 15 minute spaces on Bow St. The City Manager asked the Committee’s thoughts. The chair responded one 15-minute space for now and if need grows for more, come back for a second meter.

MOTION made by Andrew Purgiel to provide one 15-minute space on Bow St. now and if there’s a need for more, to come back. Seconded by Jon Frederick. Motion passed.

VII. ADJOURNMENT

Respectfully submitted
Elaine E. Boucas, Secretary