

PARKING COMMITTEE MEETING
7:30 AM –Thursday, January 8, 2009
City Hall – Conference Room A

I. CALL TO ORDER:

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

II. ROLL CALL

Members Present: Councilor Kenneth Smith, Chair
John Bohenko, City Manager
Steve Parkinson, Public Works Director
Police Captain Dave Ferland
Jon Frederick, Parking Manager
Andrew Purgiel, City Auditor

III. ACCEPTANCE OF THE MINUTES:

MOTION made by Andrew Purgiel to accept the minutes of the December 11, 2008 meeting. Seconded by Jon Frederick. Motion passed.

IV. NEW BUSINESS:

(A) Snow Ban Coupons – Request to reduce fee from \$3.00 to \$1.00 – Jon Frederick referred to an e-mail he received recommending that due to the state of the economy the City reduce the snow ban coupons from \$3.00 to \$1.00. The coupons are valid two hours prior to the snow ban until two hours after its completion. Jon Frederick stated they are very liberal with the times at both ends of the snow bans, trying to accommodate business hours. Steve Parkinson stated that most snow bans last for 24 hours or more. Full rate for parking in the garage for that period would cost \$18.

MOTION made by Jon Frederick to accept report, place on file and respond to the e-mail. Seconded by Steve Parkinson. Motion passed.

V. OLD BUSINESS:

(A) Sticker Program – Request for Store Owner’s Validation – Report Back – Jon Frederick reported the total cost for materials and staff time is approximately \$1400. 1000 books similar to the validation stickers used at the garage is approximately \$900 and the applications and labor is estimated at \$500.

They would not be able to mail in the parking ticket as the bank scans the tickets using an OCR line. The tickets would need to be processed manually by the Parking Clerk.

The City Manager asked if it could be the store's responsibility and suggested we check with the bank to see what their fee would be. The City Manager felt this was a good idea, the concept is valid but need to work on process. He has no problem with the concept, but has a problem with potential unintended consequences. If we do this we need to do it right and make sure the process is going to work.

MOTION made by Steve Parkinson to table until next month for more information and report back. Seconded by Jon Frederick. Motion passed.

- (B) Residential Parking** – Report Back and Schedule the Public Input Session – Jon Frederick stated the approximate cost for this program was \$40,000. \$5500 for signage, \$3,600 for permits, \$500 for visitor passes and \$30,000 for enforcement per year.

The City Manager asked about a pilot program in one section of the City. Jon Frederick responded he felt the ideal place would be the Islington St. corridor. The City Manager suggested starting this on a fiscal year basis, July 1 – June 30, as a pilot program.

A public input session will be scheduled for March in Council Chambers.

MOTION made by Steve Parkinson to begin the residential parking as a pilot program July 1 – June 30 and to schedule a public input session for sometime in March in Council Chambers. Seconded by Andrew Purgiel. Motion passed.

VI. ADJOURNMENT: Meeting adjourned at approximately 7:50 a.m.

Respectfully submitted
Elaine E. Boucas, Secretary