

MINUTES
PARKING COMMITTEE MEETING

7:30 AM – Thursday, July 14, 2011
City Hall – Conference Room A

I. CALL TO ORDER:

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

II. ROLL CALL:

Members Present: Councilor Ken Smith, Chair
Steve Parkinson, Public Works Director
Capt. Mike Schwartz, Police Dept. Representative
Andrew Purgiel, City Controller
Jon Frederick, Director of Parking and Transportation

Members Absent: John Bohenko, City Manager

Present in the Audience: Deb Weeks, Green Monkey Restaurant and Chuck McMahon of the Portsmouth Herald.

III. ACCEPTANCE OF THE MINUTES:

Motion made by Andrew Purgiel to accept the minutes of the May 12, 2011 meeting as presented. Seconded by Steve Parkinson and voted.

IV. FINANCIAL REPORT:

Andrew Purgiel presented the Committee with the final budget figures for FY11 stating that there was an increase in revenue of \$200,000.00 with \$130,000.00 due to the recent parking meter rate changes.

Motion made by Steve Parkinson to accept the report. Seconded by Andrew Purgiel and voted.

V. NEW BUSINESS:

A. Single-space credit card meter trial

Jon Frederick briefly explained that we will still have 204 2 and 4-hour single space parking meters after all the pay and display meters are installed at the end of this summer. He stated we have been researching various manufacturer's single-space credit card meters and would like to begin testing meters in on-street trials and the first company would be IPS Group. He stated we will be able to test 30 meters for 90 days which would allow us to evaluate the mechanics and financial feasibility of the meters. He stated that this will be the first of several companies tested which will be concluded with

going out to bid. Councilor Smith asked if this is WIFI technology. Jon Frederick stated it is cellular technology.

MOTION made by Andrew Purgiel to permit the Public Works Department to proceed with a 90-day trial of 30 IPS Group single-space credit card meters. Seconded by Steve Parkinson and voted.

B. 100 Club Valet Annual Renewal

Chairman Smith stated he is a member of the 100 Club and therefore will recuse himself from this vote.

Jon Frederick reviewed the agreement stating that this has been ongoing for several years and there have been no problems.

MOTION made by Capt. Schwartz to approve the annual renewal of the 100 Club Valet Agreement. Seconded by Andrew Purgiel and voted with Chairman Smith abstaining.

C. Green Monkey/Brazo Valet Renewal

Jon Frederick reviewed the background of this agreement stating that it was initially approved for a 6 month trial period which will end on August 10, 2011. He stated this will be for the approval of an annual agreement to expire August 10, 2012 with one adjustment to add Tuesday and Wednesday to the days of operation from the current Thursday through Sunday, which the City Manager has approved.

Chairman Smith asked if there have been any problems. Jon Frederick stated there were some signage issues initially which have been corrected. Deb Weeks of the Green Monkey stated that this has worked well and has brought in new customers and positive feedback.

MOTION made by Steve Parkinson to renew the license agreement for a period of one year beginning 08/10/2011 at the end of the 6 month trial period with the amendment of changing the days of valet operation to include Tuesday through Sunday. Seconded by Andrew Purgiel and voted.

VI. OLD BUSINESS: NONE

Councilor Smith stated that he will be proposing at the next City Council Meeting to amend the Sunday parking hours ordinance to be effective between Memorial Day and Labor Day only.

VII. ADJOURNMENT

Meeting adjourned at 7:40 a.m.