



CITY OF DOVER

DOWNTOWN PARKING FACILITY AD-HOC STEERING COMMITTEE -- MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Council Conference Room
Meeting Date: **Thursday, May 1, 2008**
Meeting Time: **5:00 pm**

Members Present: Kirt Schuman, Michelle Sawyer, Tony McManus, Pam Simpson, Cheryl Murphy, Linda Hagan

Members Absent: Peter Schmidt, Joyce El-Kuarti, George Maglaras

Staff Present: Bruce Woodruff, City Planner; Mike Joyal, City Manager

Meeting was called to order at 5:04

1. Approval of Minutes: There were no minutes to approve. Schuman to follow up with Joyal regarding minutes from 4/24.

2. Public Comment: None

3. Old Business

Sawyer presented the funding options discussed at the 4/24 meeting:

Plan A - Derive revenue strictly from paid on street parking and leases of spaces in the garage.

Plan B - Derive revenue through institution of downtown parking district based on square footage of commercial space.

Plan C - Derive revenue through developer agreements based on the city instituting a downtown park facility.

Plan D - Hybrid plan consisting of elements of Plan A and B to reduce the amount of the parking assessment.

It was determined that more work needed to be completed on each plan.

Action Item - Woodruff will work with Sawyer to verify some of the assumptions in the plans.

Action Item - Additionally, Woodruff will provide more insight into the logical boundaries of a Parking District for the next meeting.

Schuman clarified that Plan C should be an overarching proposal regardless of what plan is presented.



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Action Item - Schuman will provide additional details regarding the developer agreements, infill potential, RFP of City owned parcels and refinement of the downtown residential parking requirements to spur redevelopment.

Action Item - Sawyer, Murphy and Schuman to collaborate on a second draft of plan proposals in advance of May 8th.

Hagan questioned a public private partnership to add a function facility and retail space to the garage. Schuman indicated this would be a possibility of Plan C.

4. New Business

Joyal clarified that the best bonding option would be a Revenue Bond which DBIDA would be the responsible party for.

Three possible dates were discussed for Outreach efforts. The committee decided to use the email lists of the Chamber and Dover Main Street, as well as the City's listing of major property owners in the downtown.

These sessions will likely take place at the end of May and early June to provide findings to stakeholders and ultimately build consensus around one plan. Additional meetings will be held one-on-one with the initial participants on the Lansing Melbourne Report and others identified by the committee.

Action item - Schuman to present a list of possible dates and times to the committee prior to/or at the next meeting.

Action item - Hagan to draft invitation text to stakeholder information sessions.

Action item - Simpson to collect the major property owner list from Woodruff and confirm if we already have email addresses.

5. Next Meeting; Thursday, May 8th, 5:00 pm

6. Adjourn: 7:00 pm.