



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 8, 2008**  
Meeting Time: **5:00 pm**

Members present: Kirt Schuman, Michelle Sawyer, Cheryl Murphy, Pam Simpson  
Members absent: Linda Hagan, Tony McManus, George Maglaras, Joyce El-Kourti  
Staff present: Bruce Woodruff, Mike Joyal

- Meeting called to order at 5:11
- There were no minutes to approve
- There was no public comment
- Outreach plans
  - It was determined that Outreach activities should be tentatively scheduled
    - Thursday May 29 @ 7pm
    - Saturday May 31 @ 10am
    - Tuesday June 3 @ 5pm
  - Pam Simpson to work with Michelle Sawyer to consolidate the Main Street and Chamber email list and cross reference with the property owner list provided by the City
  - Kirt Schuman to revise the invite content provided by Linda Hagan
  - Kirt Schuman to work on press release for newspapers
- Woodruff provided and overview of the proposed parking district
  - Recommendation is for 1,2,3 family structures to be exempted from any parking impact fees
  - Recommendation to pay close attention to nodes of long term parking that could be abused if on-street paid parking is instituted.
    - 3<sup>rd</sup> Street
    - 4<sup>th</sup> Street
    - Grove
    - St. Thomas
    - Atkinson
    - School Street
    - Chapel Street
- Joyal provided an overview of Revenue Generating Bonds
  - Can be requested by City, DBIDA or DHA
  - Issued based on potential revenue of parking system
  - Carry a bit more interest than General Obligation Bonds
  - Should the garage default, the assets of the parking system are collateral
  - No risk of property tax being used to offset the bond
  - Question of how to remove all possibility of burden on property tax levy
    - Create a City Agency that structures finances to isolate tax payer
    - Delegate authority to an entity with legal separation and create a contractual obligation to run the parking system
- Simpson asked if any grants were available options for funding
  - Joyal thought not likely.
  - DHA would be possible source through HUD.
  - Simpson said Jack Buckley is researching possibility.
- Schmidt commented about need for increased enforcement if we proceed with a paid on street parking system. We need to factor in increased costs for patrols, infrastructure (payment system) and need to redefine our fine structure.
- Next meeting was set for 5/22 @ 5pm in Council Conference Room
- Meeting was adjourned at 7:05pm