



**CITY OF DOVER**

## DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center, Room 305  
61 Locust Street, Dover, NH 03820  
Meeting Date: **Tuesday, September 18, 2012**  
Meeting Time: 8:30 AM

**Members Present:** Charles Reynolds, Otis Perry, George Maglaras, Anthony McManus, Carrie Keech

**Others Present:** Bill Simons (Parking Manager)

**Members Not Present:** Jack Buckley

### CITIZEN'S FORUM

Mark Saunders, owner of property located at 50 Broadway, addressed the Parking Commission on the ongoing parking issues that have yet to be resolved. Mark Saunders indicated that there are numerous parking spaces in the area that have vehicles parked at them for weeks at a time from the nearby repair garage.

Chairman Reynolds requested that the Parking Manager come back to next month's meeting with a recommendation to solve the situation.

### NOTES

Motion to approve the August 21, 2012 Parking Commission minutes was made by Otis Perry and seconded by Anthony McManus. All members present were in favor.

**NOTE: The audio recording ceases at this point most likely due to lack of power.**

### STAFF UPDATES

Bill Simons indicated that there were about 33,000 transactions in August on the meters. The net income for the month is approximately \$27,000. This is roughly \$9,000 higher than average and is a function of when the meters are emptied and if there are four or five pay periods in the month. For FY12, the net income is approximately \$46,700

The establishment of the EasyPark system is in progress with the company creating the web site and supporting infrastructure. Sales of the device are scheduled to start Nov. 13<sup>th</sup>.

Bill Simons confirmed that the RFP for the First Street parking lot was issued with a due date of October 18<sup>th</sup>. Once staff completes their review of the submissions, a joint meeting of DBIDA and Parking Commission representatives will be convened.

The appraisals for the First Street parking lot were contracted with a due date of October 29<sup>th</sup>.

### OLD BUSINESS

Chairman Reynolds requested that Otis Perry and Tony McManus set up a meeting with the City Manager to discuss the current parking fund balance.



**CITY OF DOVER**

## DOVER PARKING COMMISSION - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center, Room 305  
61 Locust Street, Dover, NH 03820  
Meeting Date: **Tuesday, September 18, 2012**  
Meeting Time: 8:30 AM

### NEW BUSINESS

There was discussion about fulfilling the grant requirements for CDBG and taking control of the School Street parking lot. This lot is actually three parcels and to close out the grant that funded the purchase, two appraisals would need to be conducted and a fair market value paid. Once that was done, income from the lot would be retained by the parking function. Currently it is forwarded to the CDBG program. Funds garnered from the purchase may be used for qualifying transportation improvements downtown. The commission took no action on this item.

An inquiry was made on if costs for enforcement, maintenance and snow removal were taken out of the income derived from the School Street lot. Bill Simons advised that they were not. Otis Perry and Tony McManus will be bringing that item up in their meeting with the City Manager.

The TIF enabling documents were received by Bill Simons late last night and he has not had a chance to review them. They will be on the agenda at next month's meeting.

### OTHER BUSINESS

A motion was made to adjourn the September 18, 2012 Parking Commission meeting by George Maglaras, seconded by Otis Perry. All members present were in favor.

The next scheduled Parking Commission meeting is scheduled for October 16, 2012 at 8:30 A.M.