



PARKING & SAFETY COMMITTEE MEETING

Tuesday, March 6, 2018 8am
CENDEL Foundation Building
Agenda

Welcome & Introductions

Safety

- a. Dover Police Update (**Lt. K. Kober or DPD Representative**)

Work Plan Update

- a. Image improvement for parking Downtown (JNHS)
- b. Wayfinding Update (JNHS)
- c. Lot Management (Jeb/Staff.)
 - Timing of the North Street Maintenance turnover (JNHS/Phil)
- d. Parking Study Implementation (JNHS)

Proposed Parking Policy discussion

- a. **Recommendations to the board for next year's permit sales**
- b. **Parking options for Loockerman and Bradford Streets**

Member Comments

Public Comments

Adjournment

Next Meeting Date – Tuesday April 3, 2018 8am

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

Parking Committee Mission Statement

Will work to develop parking in the downtown Dover area and provide oversight of the parking lots owned and/or managed by the Corporation, and will coordinate safety and security issues with downtown merchants, residents, and local law enforcement agencies.

PARKING AND SAFETY COMMITTEE MEETING MINUTES

Tuesday, Feb. 6, 2018 – 8:00-9:15 am

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ATTENDANCE

Jonathan Street	Thomas Smith
Fred Neil	Travis Ridgeway
Will Grimes	Tammy Lima
Tina Graham	Brynn Voshell

I. Welcome

Jonathan welcomed everyone and discussed agenda

II. Safety

Jonathan asked about crime mapping. Travis updated that nothing major has gone on in the downtown area in the last month. Councilman Neil spoke about HOA and Crime watches and their efforts to deter crime. Suggestions made to have police patrol areas with higher foot traffic.

III. Work Plans

Image Improvement: Working with Tonda Parks and the design committee to come up with a pamphlet to show people visiting Downtown where they can park. Image of parking Downtown is negative, and business owners and employees seem to feed into customers complaints by agreeing about lack of parking. Merchants should be able to tell customers about available spaces. Poll was taken that a “Simple” map with parking options to be made. Possibly have pamphlets on hand for merchants to give to customers when complaints come in. Parallel parking was mentioned, would like to visit the option of making spaces on Loockerman at 45-degree angle. Clearly signage is needed so that people are not confused about which lots are free 2 hour, metered, and permit. Jonathan to work with Tina to see if EZ Pass permits spots transfer to free parking after 5 p.m. and on weekends and holidays. Councilman Neil suggested to have something in the Quaint Villages Villager with parking information for Downtown.

Wayfinding: Grant was submitted about 6 weeks ago for signage. Making all signage consistent to make it easier for people to understand parking. We are about 6 more weeks out before determination of approval. Jonathan and Tina will work on a plan to have the city to clean up the lots and clear debris and shrubbery that is blocking important parking signs. Jonathan and Councilman Neil agree that parking signs need to be clear and straight to the point. Will spoke

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about the Design Committee is working on a map that includes point of interests and parking. Design is also working on a grant for a “connectdover” app that will help people identify with the Dover area. The City is planning to retrofit the current light fixtures with LED lights. A lighting study will determine what the rates should be. As of right now, residential dover rates are the lowest in the state. However, the commercial rate is higher.

The city is trying to develop a program for the public to access, that will allow them to see any projects that will cause closures or delays. Councilman Neil currently sends out emails to notify about street projects. If someone wants to be added to that mailing list, please contact him.

Lot Management: Staff was spending too much time dealing with issues with meters. Jeb is establishing a schedule to work on those issues. Joan is no longer in the DDP office so Tina, along with Phil will be dealing with the North Street Maintenance turnover.

Parking Study Implementation: Members were frustrated with the report as it did not take into account the permit issues. However, it gave guidance for wayfinding.

IV. Proposed Parking Policy Discussion

Consider making all permit passes not assigned to a specific lots, but a general pass for all permit areas. Also issue the permits on a first come first serve basis, no more holding or contacting previous permit holders. The permits were originally intended to be first come first serve basis and the program has morphed into a reserve program.

Discussed making one lot all metered parking, while keeping our legal obligations and agreement in mind. As it stands now, the parking lot layout with regard to free, 2-hour, meter, permits etc. is confusing to visitors of Downtown.

Discussions on whether the proposed parking structure is needed seems to be a moot point. Jonathan’s big questions are, how would it be funded and how would you create the need to park in the structure? Designating the permit spaces to the parking structure as well as public parking could be a start.

V. Members Comments

Agree that permits should not designated to certain lots. Discussion on turning spots on Bradford to angled parking.

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VI. Adjournment

Next Meeting will be held on Tuesday March 6, 2018 8:00 a.m.