



PARKING & SAFETY COMMITTEE MEETING

Tuesday, April 3, 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.)
-Update on the North Street Lot (JNHS/Phil)
- d. Parking Study Implementation (JNHS)

Proposed Parking Policy discussion

- a. **Verbiage for Parking meter signage.**
- b. **North Street Lot Availability for Dover Days and beyond.**
- c. **Discussion about Permit signs.**
- d. **Review of City generated parking map.**

Member Comments

Public Comments

Adjournment

Next Meeting Date – Tuesday May 1, 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

Tuesday, March 6, 2018

8:00 AM

Cendel Building

Summary Minutes

Committee Members Present:

Jonathan Street, Becker Morgan, Chair

Dave Hugg, City of Dover

Fred Neil, Dover City Council

Will Grimes, NCALL

Tammy Lima, E-Z Pass

Travis Ridgeway, DPD

DDP Staff Present:

Tina Bradbury, Operations Manager

Maureen Feeney Roser, Interim Executive Director

Chairman Street called the meeting to order at 8:00 AM.

There were no additions to the agenda, and minutes of the previous committee meeting were not reviewed.

Mr. Street then provided an update on the Committee's NBBF grant application for \$23,100 to help implement the parking study's recommendations for wayfinding directional/parking signage. The application was reviewed by the NBBF Review Committee on Thursday February 28, 2018. The committee awaits their decision to determine how to move forward with signage. In addition, regarding signage, the committee discussed the opportunity to strategically place signage on the street itself. Ms. Feeney Roser offered that Newark has done that, and that she would try to find out more about how it was approved and implemented.

The committee next discussed options for increasing the parking inventory and for better managing the available inventory. Information about why some lots are not well utilized; and how to address those reasons identified will be necessary and will be part of committee discussions over the next few meetings.

There was also specific discussion about the minor street lot and the need for better signage regarding the operation of meters. The chair will design a sticker for immediate use on the multi-space meters to address the issue and will share with the committee for comments.

Some discussion also centered on towing from private lots and how to address it. Mr. Hugg will review the Municipal Code to determine if towing is addressed by ordinance; and Ms. Feeney Roser will share Newark's private lot towing ordinance for discussion purposes.

Next the committee discussed diagonal parking on Loockerman and Bradford Streets. Mr. Street shared some scaled diagrams for the discussion. Ultimately, the committee determined that street width was

an issue for diagonal parking on either street, and that the net impact on the parking inventory would be negligible, even if it were a viable option.

Ms. Bradbury requested the committee's budget request for the next year. Mr. Street will work on it.

The next Committee meeting will be Tuesday April 3, 2018 and will include discussion on the above items as well as the committee's work plan and the election of a Vice Chair for the committee.

There were no public comments – and no further business was discussed.

The committee meeting adjourned at 10 AM.

Respectfully Submitted:

Maureen Feeney Roser
DDP Interim Executive Director

- Work plans finalized and will be ready to present at the March board meeting for approval.
- Unlock The Block Update given and they are aware that the \$2500 program contribution will be charged to their committee
- Phil gave property and let the committee know where things stand, this includes the North Street Lot situation
- Committee came to a decision to propose to the board for the interfaith lease at the March board meeting. In the interim a letter will be drafted for your signature, that will explain we acknowledge receipt of their letters and that the board will be making a formal vote at the meeting in March and that they will receive our decision after that meeting.
- Mitch asked for a cost analyst for the 684 property so that the committee can determine the amount that the rent should be raised to as part of the board presentation. This will be completed and given to him and the rest of the committee.
- Revisited the Environmental Convent for Railroad Avenue with Mitch and asked him again to please ensure he send an email to Val with the minor changes he was asking for and asked him to copy you, Maureen and myself. Mitch said he would take care of that this afternoon.