

Parking Committee



MINUTES

May 19, 2021

Online Zoom Meeting at Noon

DRAFT

MEETING OPEN: 12:00 p.m.

ATTENDANCE: Jed Hatfield, Chris Hankins, Norman Ortiz, Todd Stonesifer, Codi Canasa, Chris Raubaucher, Alan Grinstead, Tom Smith, Dave Hugg, Councilman Neil, Carla Wilson, Officer Al Aviles, Steve Ottinger

STAFF: Tina Bradbury, Diane Laird

Chair Todd Stonesifer opened the meeting at 12 p.m.

Meeting agenda (May 2021): Councilman Neil motioned, Chris Raubaucher seconded; unanimous approval.

Meeting Minutes (April 2021): Councilman Neil motioned, Chris Raubaucher seconded; unanimous approval.

Todd provided very brief recap of the May meeting, in which Chris Hankins of Colonial presented a preliminary parking solution. Today's meeting is to review tweaks based on input of last meeting.

Tina Bradbury, on behalf of safety working group: Acknowledged Alan Grinstead as just selected as co-chair of Parking and Safety committee.

Regarding parking re-enforcement: Tina indicated that DDP and CDPD is resurrecting enforcement of parking meters beginning July 1, 2021. Also there will be a pilot metering program with app-based enforcement using ParkMobile. People are familiar with ParkMobile in other areas within the region. Three options: app, text function, call a local 800 number for payment. ParkMobile hardware can be used for marketing materials. Second part is enforcement: Just two lots (S. Bradford and Lockerman Way Plaza) will be enforced by Colonial Parking, collection of tickets will come to DDP. This will allow Dover PD to focus only on-street parking and DDP/Colonial. There will be a brief "grace period" to allow for a good transition to again reinforce parking. There has been no enforcement since 2019 holiday quickly followed by COVID.

Todd indicated we had a preliminary parking plan overview provided last meeting by Colonial Parking Inc. Input was reviewed and acknowledged, and today's presentation is the resulting document targeted to both on- and off-street parking.

Jed Hatfield, President presented today's updated presentation. (See attached.)

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Slides:

- 1-3 Introductory: Public meeting targeting June. Presentation to Dover City Council Aug. Target September 15 for bids for hardware.
- 4 Footprint of parking 263 spaces as part
- 5 Block by block analysis
- 6- 19 Location of multi-space meters and kiosks are identified. Average of 8-10 spaces are serviced by one multi-space meter/kiosk. A graphics package will ensure people can use this system easily.
- 20 Overview maps of off-street parking, showing total of 255 spaces, including S. Bradford St. Minor St., Governor's Ave and Loockerman Way (temporarily)
- 21 Trying to manage without gates and manage clearly with color, possibly using stencils on the ground: red (permit similar to as is today, adjacent to S. Governor's Ave.), hourly (yellow with more current meter, 2 electric vehicle charging stations, ADA spacing as is current, and bike parking).
- 22 Hourly parking adjacent to S. Governors, near Loockerman, One-hour free parking at New Street side of lot.
- 23 Permit and hourly at Loockerman Way Plaza
- 24 10 a.m. - 6 p.m. and Saturday, Sunday, Holidays – no enforcement. This makes for downtown resident-friendly environment.
- 25 Fee structure: On-street \$.25/15 minutes and 1.00 per hour with 2-hour limit.
- 26 Off-street: limited one hour free, \$1/hour and \$5 daily max, and \$30 monthly permit.

Discussion:

We worked from permit parking backwards. Based on current permit sales, the number needed was determined. The remaining amount is for visitors, etc. in meters. This can adjust as needed. Rather than having too much signage, consideration is being given to stencils on each spot to identify Free, Permit, Hourly, etc. First come/first serve without gating the parking lot, there could be an insufficient number of permit spaces to serve the permit holders. How can we do it without "sign pollution." Ensure that the stencils are not covered by the car once someone is parked. (There had previously been discussed the idea of having each space be several multi options, i.e., permit and meter option, but this is challenging to enforce without gates.)

Chris and Todd indicated that since permits are often not filled, therefore they asked that more thought and consideration go into this. More gates? More staff? Jed indicated that a parking permit will be lot-specific to ensure sufficient space remaining for daily/meter users. In terms of maximizing spaces, monitoring the sales would allow additional sales to ensure good management to maximize spaces

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available. Physically separating may help to keep permit/meter separate and less confusing. Alan expressed concerns about underutilization of the permit parking area near Harry Louis Dry Cleaning. Jed indicated that the S. Bradford St. lot side is now combining permit/meter and once it is all hourly (meter) it will push permitted users to the Harry Louis side, and it will free up more space for meter users. Codi indicated that it would be beneficial to consider additional capital needed to gate/man the lot as it would simplify and make the process and experience more convenient for shopper. With or without gate/staffing the use will be monitored. Jed and team will look at additional possible solutions to address this kind of flexibility.

Councilman Neil commented that he understands the concerns. Permit-holders must be herded to the permit lots. City Hall and library could be additional parking? Jed indicated that there will be two-hour meters on the street in front of city hall and library, though not in the rear of these buildings.

Tom Smith agreed that the many permit spaces are EZ Pass permit holders, who are not using those spaces now. In terms of separating the Bradford/S. Governor's lot – this could be inefficient in terms of parking spaces if there need to be additional entrances/exits. Signage/stencils would be less expensive solution.

Jed agrees with Todd re: meter spaces in front of City Hall and with reference to Tom's point, yes, the spaces lost with additional ingress/egress in S. Governor's Ave lot would suggest it is not worth the change.

Councilman Neil with regard to safety: With community policing, city still has responsibility to ensure that people feel safe to park. Keep in mind that after 6 p.m. people can park in any public lot/street free of charge.

27 Anticipated investment of on-street parking. Total \$443,400 estimate

28 Five-year proforma: +/- net operating income of \$160,000

29 5-year proforma Projected numbers are not at 100% utilization. They are gauged based on current counts of actual use.

30 Final slide - Questions?

Discussion:

Chris Raubaucher in synopsis of meetings over the last year, the flexibility of the lots is very important. Codi Canasa asked about validation of parking tickets. Can merchants validate parking for customers? For on-street environment with multi-space meter, there is not a way to do this in present scenario. Generally, in permit areas with gate/attendant, a validation/stamp can be given to the attendant.

How about a "come-back" validation with a code as compensation in future parking? Codes could also help to gather statistics for the number of people who have attended an event. Can we try this in concert with the ParkMobile app pilot? Chris Hankins will look into the topic of validation.

Can we move the business owners/employees to spaces further away (keeping more convenience for visitors)? Jed agrees, and will again review proposed parking scenario.

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Deb Grinstead reinforced concerns about the proposed system for the lot between S. Bradford and S. Governors being much the same as is and that she would like to be able to validate for shoppers. This will be explored by Jed and team. Jed responded that they are happy to look again at the “multi-faceted space” idea and the validation possibilities.

Chris Raubaucher expressed deep appreciation to the Colonial Parking team for work to date.

Councilman Neil moved to adjourn, Chris Raubaucher seconded, unanimous agreement to adjourn.

Meeting adjourned 1:06 p.m.

Next meeting, June 16 at noon.

DJL

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