

**PARKING COMMITTEE
SPECIAL MEETING
10:30 AM –Thursday, December 22, 2005
City Hall – Conference Room A**

I. CALL TO ORDER:

Chairman John Hynes called the meeting to order at approximately 10:30 a.m.

II. ROLL CALL

Members Present: Councilor John Hynes, Chairman
John P. Bohenko, City Manager
Steve Parkinson, Public Works Director
Deputy Police Chief Dave Young
Andrew Purgiel

Also present were Tim Cherry, Parking Garage Office Manager and Ruth Bowen, Administrative Assistant.

III. OLD BUSINESS:

(A) **Snow Parking Ban – Coupon System** – City Manager explained we are here to talk about the pilot program for off-street parking during snow bans for the winter months. Because of the need for off-street parking, would like to get this into a pilot program immediately. One thought was creating a coupon system, that once a snow ban has been declared, people would be able to go into the High-Hanover Parking Garage until the snow ban has been lifted. These vehicles would need to be out of the garage within two hours after the ban has been lifted. When the coupon is presented, they would pay a maximum of \$3 which would be clipped to the ticket to be reconciled with the Finance Department for a paper trail. The coupons would be obtained from the Parking Division Office. The coupons are numbered and a list of the numbers and name of resident will be kept.

City Manager asked Tim Cherry if he saw any issues on collection. Tim asked how strict on the time period of two hours before and after the ban is lifted. Did not feel there would be a problem if they were not too strict with the time frame.

City Manager suggested the tickets would be kept separate in order to evaluate the time people are using them. If this becomes a problem will need to keep track of what the problems are.

Steve Parkinson stated typically the ban is left on until 8:00 a.m. the following morning. The ban in the downtown area itself goes on at 1:00 a.m. Most of the bans start around 6:00 or 7:00 p.m. when people get home. This needs to be tracked to see what the usage is before and after a ban to see if it is causing any problems with garage operations.

City Manager asked that for the first couple of bans Tim separate the tickets out and he and Ruth to look at them with Andrew Purgiel.

Andrew Purgiel explained that on the back of the coupon, when the person comes in, Ruth will fill in the name. The people will show their ID when they leave through the gate.

City Manager asked how many bans in a winter. Steve Parkinson answered between 10-15.

City Manager asked Tim if it was a nighttime ban would there be room in the garage. Tim answered yes, but during the day would be a problem.

Steve Parkinson explained typically he does not call a ban during the day. Most bans are at night roughly between 6:00-9:00 p.m. until 8:00 a.m. the next day.

MOTION made by City Manager that the Committee accepts the proposed snowstorm parking ban pilot program as presented to be implemented effective January 2, 2006. Seconded by Andrew Purgiel. Motion passed.

City Manager asked Steve to do a press release and if this pilot program works will be on the Omnibus in May.

IV. ADJOURNMENT: Adjourned at approx. 10:40 am.

Respectfully submitted

Elaine E. Boucas, Recording Secretary