

PARKING COMMITTEE MEETING
11:00 AM –Thursday, July 13, 2006
City Hall – Conference Room A

I. CALL TO ORDER:

Chairman Ken Smith called the meeting to order at approximately 11:00 a.m.

II. ROLL CALL

Members Present: Councilor Ken Smith, Chairman
John P. Bohenko, City Manager
Steve Parkinson, Public Works Director
Deputy Police Len DiSesa
Andrew Purgiel

III. ACCEPTANCE OF THE MINUTES:

MOTION made by Andrew Purgiel to accept the minutes of May 11, 2006 meeting. Seconded by Steve Parkinson. Motion passed.

I. NEW BUSINESS:

(A) **Cornwall Street** - Request for additional Handicap Parking Space – Steve Parkinson explained that since the handicap space was installed, there have been problems with one individual who insists on parking in back of her handicap spot. The problem is her ramp comes down to the City sidewalk. When this individual parks there, it blocks their access out into the street to the handicap van. In addition they have two vehicles that are handicap accessible and they are requesting another handicap space which would improve their access to get out from their property to the handicap space that exists as well as allow them space for the second vehicle.

MOTION made by Steve Parkinson to install an additional handicap space. Seconded by Deputy Police Chief DiSesa. Motion passed.

Steve Parkinson stated that these handicap spaces are not dedicated to this household and are open to anybody with a handicap placard.

II. OLD BUSINESS:

(A) **Forgiveness Ticket Program** – Further discussion and report from Andrew Purgiel – The City Manager gave the background that on April 21st the City Council received a letter from Paul Sorli, Downtown Business Association referring to the forgiveness ticket. One of the things

mentioned is looking to have a forgiveness ticket every six (6) months, so that twice a year you would be able to receive a forgiveness on your tickets. This went to the City Council on May 1st and the Council referred the letter to the Parking Committee for review and report back to the City Council. Today's meeting is not for public input, it is more to gather information for this Committee and to work with the Downtown Business Association (DBA) for their input once we receive a full review of the cost associated with the forgiveness ticket program or any other options we might put forward. The City Manager recommended later in August that we have public input inviting representatives from the Downtown Business Association before sending information back to the City Council. Subsequently we would put a report together for the City Council, probably in September or October, to review and act on.

The City Manager had asked Andrew Purgiel of the Finance Dept. to put together a memorandum regarding this issue. The City Manager referred to the Memorandum stating that one expired meter violation every six months would be a loss of revenue of approximately \$590,000 per year or about 18 cents on the tax rate. The impact of forgiving one lifetime expired meter violation per fiscal year would be a revenue loss of approximately \$480,000 or 15 cents on the tax rate. The 2nd page is a spreadsheet showing that the total amount of expired meter violations is \$53,784 annually. Total first time expired meter violations were \$33,722, which is 63% of all meter violations. Revenue from first time expired meter violations at \$10/ticket is \$337,000; revenue from late fee first time expired ticket at \$15.00/ticket is \$151,749.

The business community is interested in seeing tourists coming to Portsmouth for the first time, who don't understand the meter rules and regulations, have a ticket forgiven.

The City Manager referred to something that may be useful in addressing this. On the parking ticket it could be stated "if this is your first expired meter violation in the City, please check the box, sign below and return. The ticket will be forgiven". If this is not your first expired meter violation, please submit appropriate payment by the due date to avoid the late fee.

We would have a database to check if people have already had a ticket in Portsmouth. We would check our database for accuracy and then forgive the ticket.

Deputy Police Chief DiSesa asked if the database is attached to the plate or the driver. The Manager responded it would be cross referenced.

The Manager asked the Chairman's thoughts who responded he liked it but suggested adding that they have to sign and check it off. Deputy

Police Chief DiSesa suggested making it mandatory by saying “you must sign the box”.

City Manager stated it would read “if this is your first expired meter violation in the City of Portsmouth you must check the box, sign below and send it in. Once received, this ticket will be forgiven.” “If this is not your first expired meter violation, please submit appropriate payment by the due date to avoid a late fee. Thank you for visiting our City.”

The City Manager suggested implementing a pilot program for a three month period commencing June, July and August, with 1/3 being in this fiscal year and the other 2/3’s in the next fiscal year, see how it works for the summer months. We would be affecting the budget by probably \$120,000, \$40,000 in FY’07 and \$80,000 in FY’08.

The City Manager suggested speaking with the DBA, set up a meeting but wanted this Committee to review this first.

Ken Smith felt this was great together with the Validation Stamps which we now do and try to join the two when we have the meeting with the DBA.

Deputy Police Chief DiSesa asked if there will be a discussion first with this Committee about whether to recommend to Council one forgiveness per year or one forgiveness for lifetime.

The City Manager responded perhaps listen to the DBA and see more what they are after, and will make some recommendation after talking with the DBA. This is just getting some ideas out there so people will know the cost of the forgiveness ticket.

The DBA does not meet until September. The Manager suggested speaking at one of their meetings. The Manager will call Paul Sorli and provide the City Councilors with the Memo that Andrew Purgiel prepared.

VI. ADJOURNMENT: Adjourned at approximately 11:20 a.m.

Respectfully submitted

Elaine E. Boucas, Secretary