

**PARKING COMMITTEE MEETING**  
**9:00 AM –Thursday, January 11, 2007**  
**City Hall – Conference Room A**

**I. CALL TO ORDER:**

Chairman Ken Smith called the meeting to order at approximately 9:00 a.m.

**II. ROLL CALL**

**Members Present:** Councilor Ken Smith, Chair  
John P. Bohenko, City Manager  
Steve Parkinson, Public Works Director  
Deputy Police Chief Len DiSesa  
Jon Frederick, Parking Manager  
Andrew Purgiel, City Auditor

**III. ACCEPTANCE OF THE MINUTES:**

**MOTION** made by Andrew Purgiel to accept the minutes of the December 21, 2006 meetings. Seconded by Steve Parkinson. Motion passed.

**IV. NEW BUSINESS:**

**(A) Parking Beyond Time Limits** – Ordinance Amendment (memo attached) – Jon Frederick referred to the current Ordinance which does not allow vehicles to remain in the same space beyond the legal parking time. Jon Frederick recommended an amendment so that a vehicle is required to move to a different block at the expiration of the time limit for that metered space.

The City Manager suggested a three (3) month pilot program that could be enacted under the Omnibus. Also requested the Parking Enforcement Officers to note vehicles that abuse the time limits by rolling their vehicles.

Deputy Police Chief DiSesa stated that the Police Department can run plates in order to find the habitual offenders.

**MOTION** made by Steve Parkinson to table for a report back next month. Seconded by Jon Frederick. Motion passed.

**(B) Truck Loading/Unloading Zones** – Extend Zone Time to 7:00 p.m. (memo attached) – Jon Frederick stated that a vehicle parked in a metered space may be ticketed while a vehicle parked in a loading zone is not ticketed between 6:00 pm and 7:00 pm. Jon recommended changing the time in the loading zones by extending the time to 7:00 p.m. to coincide with the parking enforcement of 7:00 p.m.

**MOTION** made by Steve Parkinson to amend the Ordinance by changing the loading/unloading zones to 7:00 p.m. to be consistent with the parking enforcement to 7:00 p.m. Motion passed.

- (C) **Broken Meters** – Time limit – Jon Frederick stated that there is no enforcement action for someone parking beyond the time limit if meter is out of order. People can park at a broken meter all day.

**MOTION** made by Jon Frederick to post meter with two-hour time limit in the event the meter is out of order. Seconded by Steve Parkinson. Motion passed.

**V. OLD BUSINESS:**

(A) **Consultant's report – follow up:**

- a. **High Hanover Parking Facility** – Lost Ticket Fee (memo attached) – Jon Frederick explained that the Consultant recommended a daily maximum rate of \$10.00. Jon Frederick explained the loss to the City if a \$10.00 maximum rate was used. An honor system has been used at the HHPF for 3 years where a customer fills out a form stating the time they were in the garage and is charged for the amount of time they claimed on the form. Jon recommended to continue to work as we presently are without a daily maximum rate due to the amount of potential loss of revenue.

**MOTION** made by Steve Parkinson to accept the report and place on file. Seconded by Andrew Purgiel. Motion passed.

- b. **Placement of Mirrors at Exit** – Jon Frederick reported the distance between the exit gate and sidewalk are a safe distance for vehicles to see a pedestrian prior to leaving the garage and that pedestrians have a clear view of vehicles in the exit lanes and his recommendation is to continue working as they are.

**MOTION** made by John Bohenko to accept Jon Frederick's recommendation. Seconded by Steve Parkinson. Motion passed.

**VI. ADJOURNMENT:** Adjourned at approximately 9: 30 a.m.

Respectfully submitted

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Elaine E. Boucas, Secretary