

City of Concord, New Hampshire

POLICE DEPARTMENT



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John F. Duval
Chief of Police

PARKING COMMITTEE MEETING

March 19, 2012 at 4:30 p.m.

PRESENT: City Councilor Mark Coen
City Councilor Fred Keach
City Councilor Allen Bennett
Main Street Concord representative Pam Peterson
Community Representative Jeff Bart
Parking Manager Dave Florence
Parking Clerk Alison McLaughlin

ABSENT: City Councilor Jennifer Ketrovic
Chamber of Commerce Representative Mark Ciborowski
Main Street Concord representative Kim Murdoch
Concord Area Transit representative Jim Sudak

GUESTS: Assistant City Planner Stephen Henninger
Traffic Engineer Rob Mack
Deputy City Manager Carlos Baia
Chief of Police John Duval

Monthly Review Items

1. Review previous minutes

Councilor Bennett moved to accept the minutes of the February 2012 meeting. Councilor Keach seconded. The motion passed unanimously.

2. Previous monthly kiosk transactions

Mr. Florence distributed a spread sheet of kiosk credit card transactions comparing last fiscal year to this fiscal year. The current year-to-date sales volume is \$199,817.75, which is greater than last year's total. With 4 months yet to go this fiscal year, we anticipate a year-end sales volume of \$290,000.

3. Previous monthly citation/finance activity

Mr. Florence presented a breakdown of Parking Fund revenues. Current fiscal year-to-date revenue is \$147,657.47 higher than the same period last year. This increase is due in part to a more focused effort to collect past due tickets. The spread sheet titled Older Tickets Paid Monthly shows that in February of this year \$7,800 was collected in tickets over 6 months old and \$10,810 was collected in tickets aged 4 to 6 months.

Follow-up Items

1. Parking Kiosk transactions

Mr. Florence supplied a summary of kiosk processing times.

New Items or Presentations

1. Winter Parking Ban enforcement

Council Bennett expressed concern that the Winter Parking Bans are not evenly enforced throughout the city. In particular he was concerned that a number of vehicles on Grove St were not issued citations during the storm in early March. Chief Duval responded by explaining that the citations are issued by on-duty Patrol Officers and that should any calls to service arise, the officers would have to stop writing tickets and respond as needed. He also explained that the on-duty officers work in conjunction with the General Services staff to prioritize and clear streets based on traffic volume among other things.

Mr. Bart questioned the effectiveness of the City's notification process for announce parking bans. The current process for announcing a parking ban is a news release to local media outlets, a post on the City's website, and a post on Parking's Facebook page. Individuals can also sign up to have email alerts sent to them directly.

2. Penacook parking handout

Mr. Henninger presented a summary of comments made at the March 10th Penacook Village Charrette. The comments were positive in general; however there were a few concerns to be addressed. The first is a parking spot on Village St at the corner of Canal St in front the former Texaco station. The space is listed in the City's schedule of ordinances as a no parking zone. The 2 hour parking sign that is there currently needs to be removed and the painted stall removed. Also a parking space in the lot on Washington St at Village St has a sign stating the space is reserved for Police business. As there is no longer a police substation at that location the sign can be removed opening the space to public use. It was also suggested that signs be installed indicating the public parking lots and that the lot have the stalls repainted. Finally there is a discrepancy in the City's ordinances in that some areas are designated as both 30 minutes and 2 hour zones.

Mr. Mack gave a brief overview of some possible upcoming changes to traffic pattern of Village St, specifically the possibility of a roundabout or traffic lights at Village and Canal St and at Village and Washington St. These changes would result in losing parking spaces at these intersections. Mr. Mack suggests the committee wait until the design process is further along before initiating any major changes to the current parking situation.

3. Open Discussions

Councilor Coen asked about the number of parking spaces reserved for City employees and if the Parking Fund received any revenue for these spaces. According to Mr. Florence there are approximately 50 spaces in the Fire House Block Garage reserved for city employees as well as spaces around the City Hall complex. The Parking Fund does not receive any revenue from these spaces. Mr. Florence and Mr. Baia will prepare a report on revenues and expenditures from both Funds as they pertain to Parking. Included in this report will be a summary of ticket revenues to the General Fund generated by Parking Enforcement Officers, suggested by Mr. Bart.

Councilor Keach moved to adjourn at 6:00pm. Councilor Bennett seconded. The motion passed unanimously.