

**DOWNTOWN DOVER PARTNERSHIP
PARKING & SAFETY COMMITTEE MEETING
February 7, 2012 — 8:00 AM
Greater Dover Foundation Community Building**

AGENDA

1. Agenda Additions/Deletions
 2. Financial Reports
 3. Update on North Street Parking Lot Consolidation
 - a. No parking signs on Loockerman Way/Permit Information
 4. Update on Bradford Street Kiosk
 5. Parking Enforcement Issues
 6. Member Comments
 7. Public Comments
 8. Executive Session – Legal Matters – Pursuant to 29 Del C. §10004(b)(2)
- /blj

Next Meeting Date – March 6, 2012 @ 8 AM

THE AGENDA ITEMS AS LISTED MAY NOT BE CONSIDERED IN SEQUENCE. THIS AGENDA IS SUBJECT TO CHANGE TO INCLUDE THE ADDITION OR THE DELETION OF ITEMS, INCLUDING EXECUTIVE SESSIONS.

Parking Committee Mission Statement

Will work to develop parking in the downtown Dover area and provide oversight of the parking lots owned and/or managed by the Corporation, and will coordinate safety and security issues with downtown merchants, residents, and local law enforcement agencies

**DOWNTOWN DOVER PARTNERSHIP
PARKING & SAFETY COMMITTEE MEETING
TUESDAY, JANUARY 10, 2012 – CENDEL FOUNDATION BUILDING – 8:00 AM
MINUTES**

ATTENDANCE: Anita Evans, Chris Hayes, Dave Affholder, Mike Ambruso, Ron Poliquin, Ted Nutter, Mayor Carleton Carey

STAFF: Bill Neaton, Ed Perez, Janelle Cornwell, Beverly Jackson

GUESTS: Rick Hill, Gerri Street

Agenda

There were no changes to the agenda.

Minutes/Financial Reports

Mr. Affholder moved and Mr. Poliquin seconded the motion to approve the Minutes and the Financials. The motion was unanimously approved.

Mr. Neaton asked about the permit report for North Street. Ms. Jackson responded that the Permit Report has not been updated by Customer Service since October 2011. However, she expected that a report should be available for the February committee meeting. Mr. Neaton added that the committee will need to discuss how the consolidated parking and the Loockerman Way parking spaces would be configured for permits/metered/2-hour free parking. He also stated that the parking revenues are very important to the budget of the Downtown Dover Partnership.

Update on Bradford Street Kiosk Re-design

Rick Hill of Hill Design Group in Dover stated that he did the original design of the Bradford Street Kiosk about 15 years ago. He has been asked to take the Branding Guidelines and incorporate those colors and images into an updated kiosk design. The kiosk has four panels and the concept would be to use the hanging banners as a backdrop for the directional and historical content on the panels. Mr. Hill noted that the original panels had a 5-year life expectancy. The new panels will be digital printing and has a 5-year life they will be graffiti and weather-resistant. The goal of the panels is to give the visitor enough information to peak their interest to learn more.

Ms. Evans asked Mr. Neaton about refreshing the paint on the wooden sections to more closely coordinate with the "historically happening" color scheme. In response to questions from the committee, Mr. Hill stated that the cost of the individual panels will be \$600-700, and it is a digital printing process on fiberglass. Historical text on the panels will be brief. There will be photographic teasers and how to get more information on the different topics. He also responded that the smart tags are not being used as often as

Mr. Affholder moved and Mr. Ambruso seconded the motion to accept the design proposed by Rick Hill of Hill Design Group for the Bradford Street Kiosk. The motion was unanimously approved.

Update on North Street Parking Lot Consolidation

Mr. Street expressed his appreciation for the work of the committee as a citizen of Dover. Mr. Street then provided background on the Parking Lot Consolidation and stated that there is not a final count on the number of spaces because the Von Croy Trust and the Delaware State Housing Authority have to

agree on the final design. Preliminary meetings with both groups indicate a sincere desire to work with us on the project. They know we want to have the new spaces to manage by the Parking Committee and they know we want spaces available for people who come out in the evening to shop, eat, or attend a performance at the Schwartz. They have expressed two concerns – (1) the public not honoring the reserved spaces, and (2) concerns about safety.

Mr. Street noted that the design is for a broader entrance/exit at the west end with an exit only at the east end nearer the Schwartz. One of the concepts being discussed is to provide permits, signage, and striping that are color-coded to identify the spaces for the different sections. The parking lot budget has enough funds to use lighting to help with security concerns if we use a combination of lighting. The proposal that will be made to the police is to suggest monitoring of the lot by the police from 4 to 6 pm in combination with walking patrols on Loockerman Street. Neither group objects to the Parking Committee using the funds from the additional permitted spaces. Mr. Street noted that the existing entrance/exit on the east end of the lot is used by the Housing Authority and may require relocation of a walkway to the Housing Authority. There was further discussion about the security concerns and the need for foot patrols in the downtown district along with additional cameras and more activity in the consolidated parking area.

Mr. Neaton asked if the Police Department is set up to handle additional security cameras if we add them in the North Street Lot. Mayor Carey noted that the current system can handle 32 cameras and we only have 14 cameras installed. It was agreed that the existing security cameras have paid for themselves. Mayor Carey stated that he will be asking our State Representatives to see if they can provide funds to expand the camera system. It will cost about \$8500 for each additional camera and installation, Mayor Carey also has been investigating whether the cameras can be all directional rather than rotating so that you don't have any missed time.

Mr. Street asked how the cameras are monitored. Mayor Carey responded that there is some live monitoring of the cameras between calls but if something happens, they can rewind the film to review the incident. Mr. Street noted that there are two things the dedicated criminal responds to – 1) we're not going to get caught, and 2) we're not going to do time if we are caught. The cameras have had a huge impact on both the catching and the prosecuting of crimes. Mr. Street noted that the Housing Authority is operating in a vacuum and he will work to make them see they are better off partnering with the DDP and the Von Croy Trust.

Mayor Carey reported that City Council approved hiring two of the three officers requested.

Parking Enforcement Issues

Ms. Jackson reported that the parking boot program has been implemented and a boot was put on a car in the Bradford Street lot.

The meeting was adjourned at 9:06 am.

Respectfully submitted,

Beverly Latimer Jackson
Secretary

