

PARKING and TRAFFIC SAFETY COMMITTEE
PORTSMOUTH, NEW HAMPSHIRE

CITY HALL CONFERENCE ROOM A
CITY HALL, MUNICIPAL COMPLEX, 1 JUNKINS AVENUE

*Members of the public also have the option to join the meeting over Zoom.
(See below for more details) **

8:30 AM

November 7th, 2024

AGENDA

I. CALL TO ORDER

II. ATTENDANCE

III. FINANCIAL REPORT

IV. PUBLIC COMMENT (15 MINUTES)

This is the time for all comments on any of the agenda items or non-agenda items.

V. PRESENTATIONS

VI. NEW BUSINESS

A. Hanover Street, request to renew annual valet license agreement for The One Hundred Club, by business owner. **Sample Motion: Move to approve annual renewal of valet license agreement for The One Hundred Club.**

B. Marston Street, request to install STOP sign and NO PARKING HERE TO CORNER sign near intersection with South Street and to trim vegetation to improve sight lines at intersection, by resident. **Sample Motion: Move to approve installation of Stop sign and No Parking Here to Corner sign on Marston Street at intersection with South Street, and to trim vegetation within city right of way to improve sight lines.**

C. South Street, request for crosswalk at Rand Court, by resident. **Sample Motion: Move to refer to staff for evaluation and report back at future meeting.**

VII. OLD BUSINESS

A. Bartlett Street, Cate Street, Hodgdon Way pedestrian and vehicular concerns, by residents. **Report back from staff.**

VIII. INFORMATIONAL

A. Police monthly accident report

B. City road construction projects update

C. New sign design for private parking lots

IX. MISCELLANEOUS

X. ADJOURNMENT

**Members of the public also have the option to join the meeting over Zoom, a unique meeting ID and password will be provided once you register. To register, click on the link below or copy and paste this into your web browser:*

https://us06web.zoom.us/webinar/register/WN_GrwpYcEERISOXo2jjq3W_A

After registering, you will receive a confirmation email containing information about joining the webinar.

Unaudited

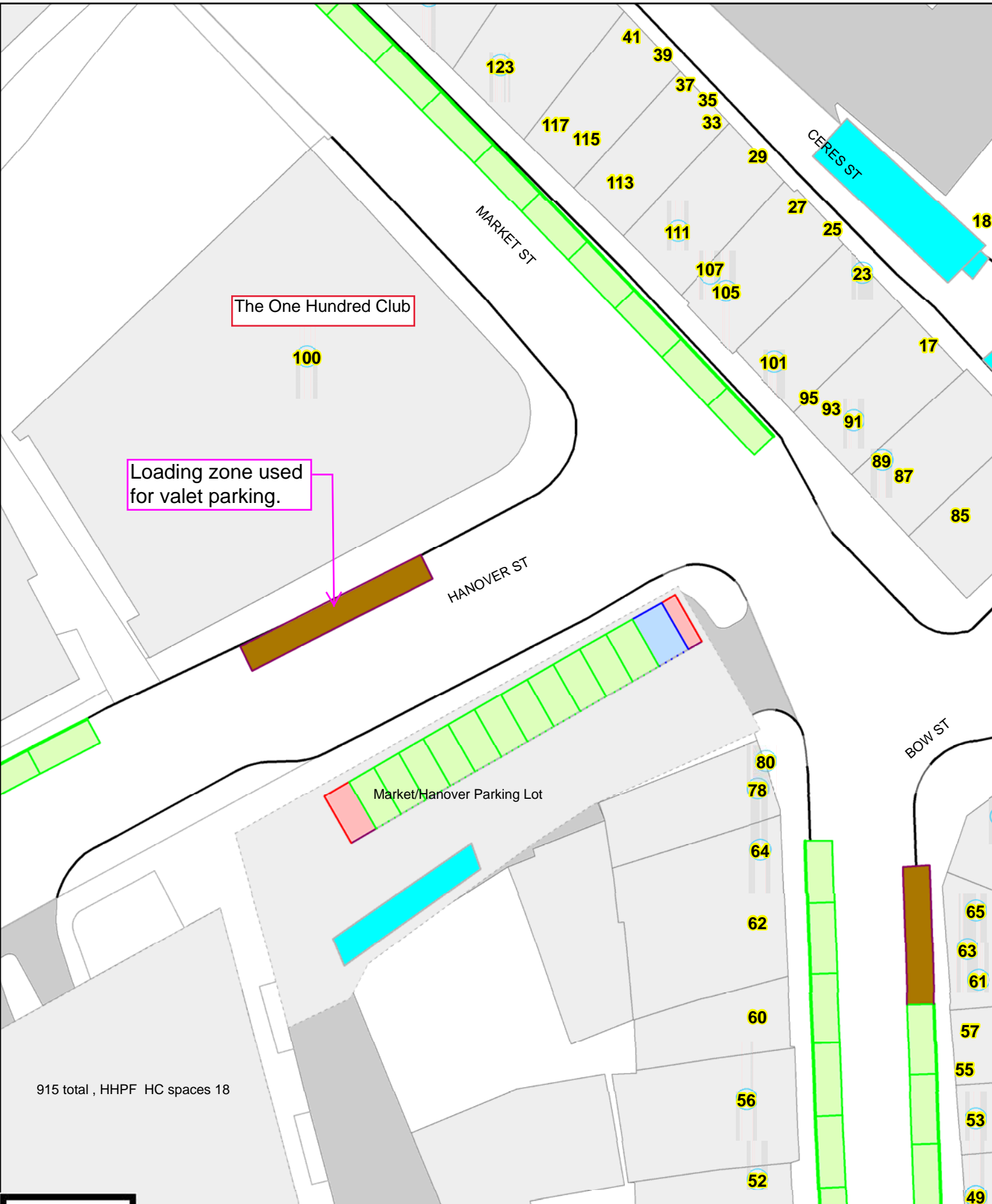
Percentage of Fiscal Year Complete 25.00%

Preliminary
Totals Thru
September 30, 2024

	Total	Budgeted	% of Budget
FY 25			
Parking Meter Fees	1,440,811.25	4,400,000.00	33%
Meter Space Rental	42,570.00	160,000.00	27%
Meter In Vehicle	0.00	0.00	0%
EV Charging Stations	5,342.45	17,500.00	31%
Parking-Area Service Agreements	0.00	52,000.00	
High Hanover Transient	642,939.64	2,350,000.00	27%
High Hanover Passes	276,365.77	1,168,800.00	24%
Foundry Place Transient	161,670.06	430,000.00	38%
Foundry Place Passes	123,967.78	523,500.00	24%
Parking Sign Permit	50.00	0.00	
HH Pass Reinstatement	75.00	750.00	10%
Foundry Pass Reinstatement	135.00	750.00	18%
Parking Violations	349,950.08	1,000,000.00	35%
Immobilization Administration Fee	1,950.00	6,000.00	33%
Summons Admin Fee	0.00	0.00	0%
Total FY 24	3,045,827.03	10,109,300.00	30%

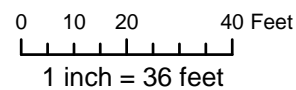
BUDGETED	
7,609,300	75% Transfer to Parking Fund
2,500,000	25% Funds Remaining in Gen Fund
10,109,300	Total Parking Revenue





VI. A

Map prepared by Portsmouth Department of Public Works



**LICENSE AGREEMENT
FOR THE ONE HUNDRED CLUB**

The City of Portsmouth (hereinafter "City"), a municipal corporation with a principal place of business of 1 Junkins Avenue, Portsmouth, New Hampshire 03801, for good and valuable consideration as set forth herein, hereby grants this non-exclusive, revocable license to The One Hundred Club with a principal place of business at 100 Market Street, Portsmouth, NH 03801 (hereinafter "Licensee") pursuant to the following terms and conditions:

1. **Area of License:** The City authorizes Licensee to use the loading zone on Hanover Street as shown on the attached Exhibit 1.
2. **Use:** Licensee may make use of the Licensed Area for the purpose of Licensee's parking valet service activities. Such activities are subject to the following conditions:
 - The hours of operation of the valet service are 5:00 p.m. to 12:00 a.m. Monday through Sunday.
 - No vehicles receiving valet services may be parked in municipal spaces (metered, garage or otherwise).
 - There shall be no stacking of vehicles in adjacent parking spaces.
 - This license is non-exclusive and the loading zone will remain available for commercial loading purposes and for such additional purposes as the City may authorize or license.
 - Licensee will represent clearly and consistently that it is a private company and that the municipality is not responsible for any damage or loss to vehicles or property.
3. **Signage:** This License Agreement also authorizes Licensee's use of the existing signage in place on Hanover Street as shown in Exhibit 1.
4. **Term:** This license shall commence upon the execution of this Agreement and terminate on June 30, 2025. This License may be renewed for an additional term upon the joint approval of the Parking and Traffic Safety Committee and the City Manager.
5. **Payment Terms:** Licensee will make payment of an annual fee to the City in the amount of \$ 1,500 which represents the cost of the valet parking permit fee. No other payment is required. Payment is due upon the execution of this Agreement and shall be made to the City of

Portsmouth and directed to the City Parking Clerk at 1 Junkins Avenue, Portsmouth, NH. Failure to make the required payment when due may result in the termination of this Agreement at the City's option.

6. **Indemnification:** Licensee agrees to indemnify and hold harmless the City of Portsmouth for any and all property damage, bodily injury or personal injury which arises as a result of its use of the Licensed Area. This obligation survives termination or revocation of this Agreement.
7. **Insurance:** At all times during the use and exercise of this license, Licensee agrees to maintain comprehensive general liability insurance covering its operation under this license in an amount not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate. Such insurance shall name the City of Portsmouth as an additional insured. Licensee agrees to maintain Garage Keepers insurance in the amount of \$100,000 per occurrence for the term of this Agreement. Certificates indicating the existence of these insurances shall be maintained on file at all times during the license period with the Parking and Transportation Division of the City of Portsmouth Public Works Department.
8. **Maintenance of Area:** Licensee will maintain the Licensed Area in neat and orderly fashion during Licensee's hours of use. The Licensee shall take such measures as may be necessary to maintain pedestrian and vehicular safety during use of the Licensed Areas for its valet service.
9. **Damage:** Licensee agrees to take reasonable steps to remedy promptly any damage to the Licensed Area caused by the Licensee's activities. The City may elect to accept reasonable reimbursement from the Licensee in lieu of remedy.
10. **Compliance With Other Laws:** This Agreement does not relieve Licensee from compliance with any other local, state or federal laws or regulations or conditions imposed by any local board. Failure to abide by any local, state or federal laws or regulations may, at the City's discretion, result in revocation.
11. **Revocation:** The City may terminate this Agreement or any provision contained in this Agreement on 72 hours written notice provided to Licensee if the public interest requires such termination, in which case all fees paid by Licensee shall be returned on a pro-rata basis. This Agreement may be revoked or suspended immediately without notice by the City for cause, e.g. violation of the terms of this license, in which case, all fees paid by Licensee shall remain the property of the City.

Dated this _____ day of _____, 2024.

City of Portsmouth

By: _____

Karen Conard
City Manager

Pursuant to vote of the City Council
of November 18, 2024

Dated this _____ day of _____, 2024.

The One Hundred Club

By: _____

Print Name: _____

Its Duly Authorized: _____

No Parking Here
to Corner, 30'
from stop bar

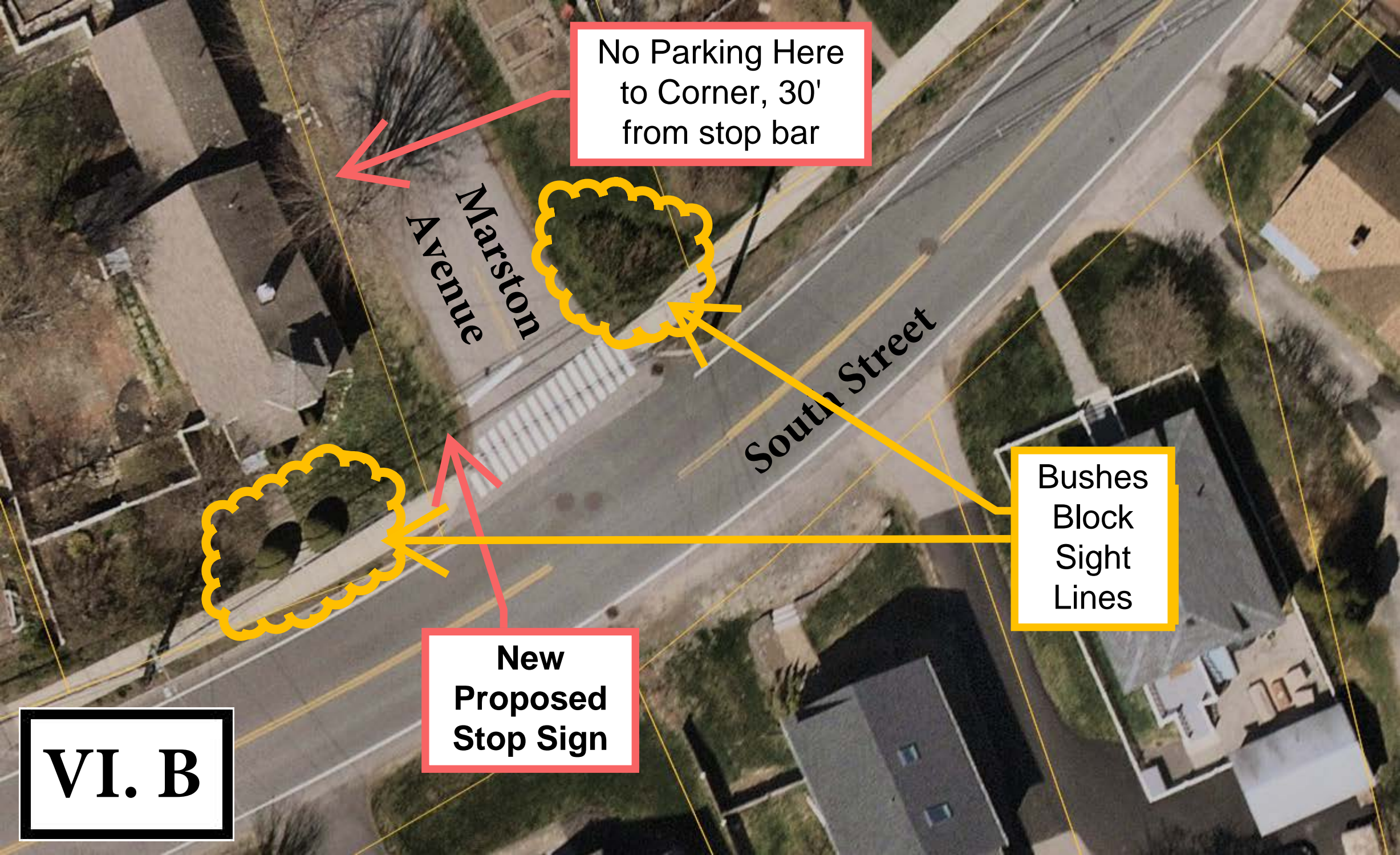
Marston
Avenue

South Street

Bushes
Block
Sight
Lines

New
Proposed
Stop Sign

VI. B



Requested crosswalk location

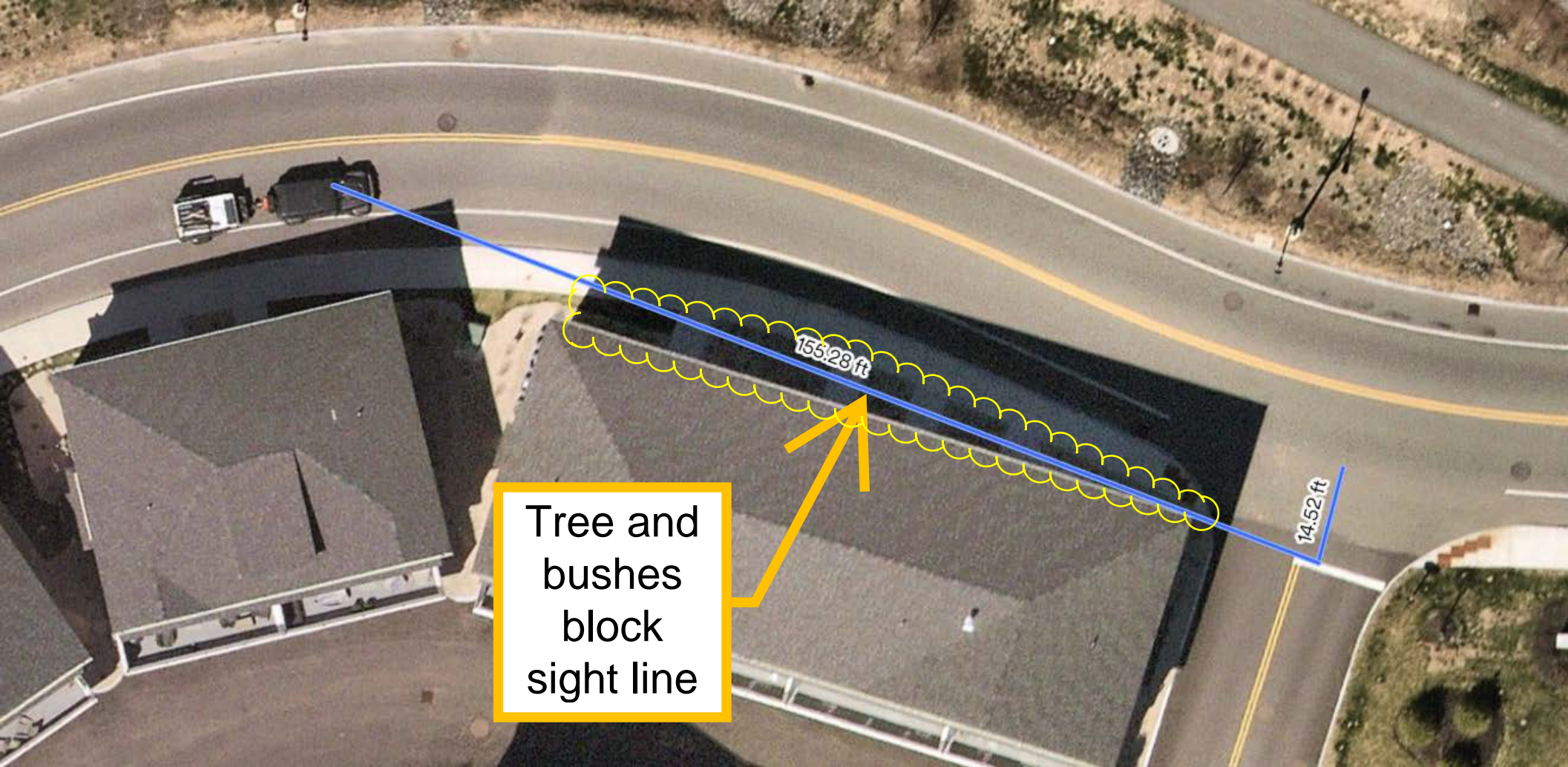


VI. C





VII. A



Tree and bushes block sight line

155.28 ft

14.52 ft

155'
Location



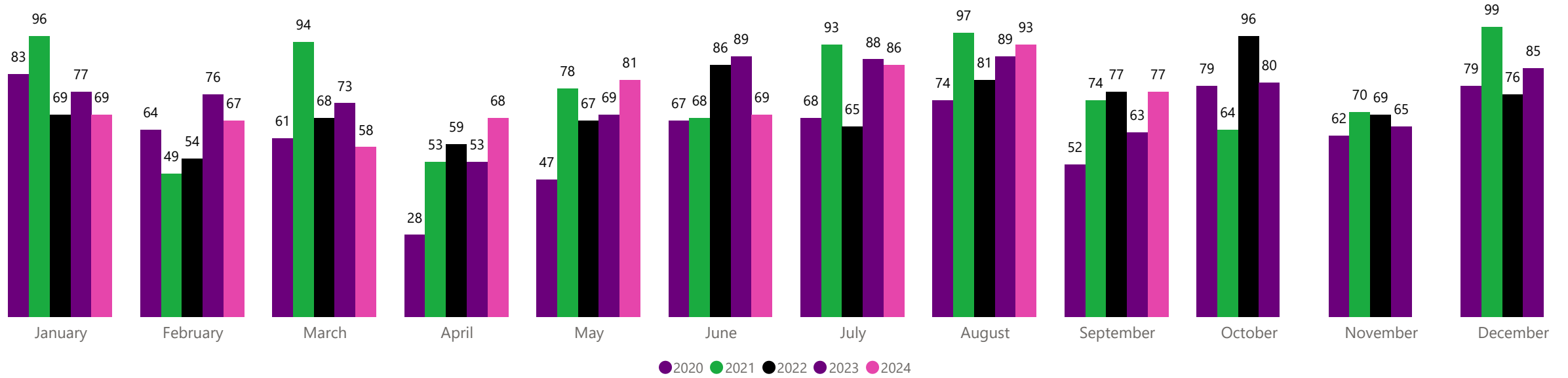
VII. A



**Driver's Line of
Sight**

VII. A

PORTSMOUTH ACCIDENT REPORT

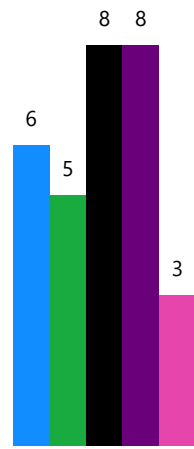
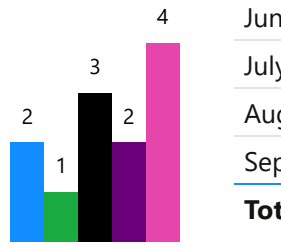


September 2024 - 38 reportable crashes, damage > \$1,000



YEARLY TOTALS

Month	2024
March	0
April	1
May	1
June	0
July	0
August	2
September	0
Total	4



Month	2024
March	0
April	0
May	0
June	1
July	2
August	0
September	0
Total	3



VIII. A

● 2020 ● 2021 ● 2022 ● 2023 ● 2024

● 2020 ● 2021 ● 2022 ● 2023 ● 2024

● 2020 ● 2021 ● 2022 ● 2023 ● 2024


Current Approved Design

**Privately Owned
Hours & Rules Differ
From Municipality**

Parking

P

Currently
Approved
Design



Unapproved Design, in use



Proposed New Design

NOT a City Lot

**Operated Privately By:
OPERATOR NAME**

P



**HOURS and RATES:
Variable, See Kiosk**

VIII. C