

**FORT WILLIAMS PARK COMMITTEE MEETING  
PAY DISPLAY SUB COMMITTEE MEETING AGENDA**

**DATE:** **Tuesday, July 24, 2018 @ 7:00 PM (NOTE TUESDAY)**

**LOCATION:** **Cape Elizabeth Community Center – Conference Room**

**Rules for Public Participation at Meetings:**

Persons wishing to address topics on the agenda may do so following introduction of the item by the chairman and prior to the Committee discussion. Any person wishing to address the Committee shall signify by raising their hand. When recognized by the chairman, the speaker shall give his or her name and affiliation, if applicable. Comments shall be limited to three minutes per person. The time may be extended by a majority vote of the members present.

Persons wishing to address topics not on the agenda may do so following the Call to Order and the approval of any applicable meeting minutes. On each meeting agenda, there will be an item titled “Public Comment”, which shall be placed directly after the approval of any meeting minutes.

The chairman shall ask if there are any members of the public who wish to speak. Any person wishing to address the Committee shall give his or her name and/or affiliation. Comments shall be limited to three minutes per person. The time may be extended by a majority vote of the Committee members present.

In the event there is a topic of interest to many persons, or if the Committee members wish to solicit public comment on a particular issue a separate meeting or public forum may be scheduled. Rules of the meeting or forum will be discussed by the Committee and published prior to the meeting or forum.

During a workshop, persons may not comment on any issue and/or topic without the approval of a majority of the Committee members present. Comments shall be limited to three minutes per person. The time may be extended by a majority vote of the Committee members present.

**Decorum**

Persons present shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Expressions of approval or disapproval may be intimidating to others who wish to speak

**Approved by Cape Elizabeth Town Council: 2/14/2011**

**Approved by Town Council: 2/14/2011. Changed “Commission” to “Committee” – 7/18/2016**

**Agenda Items:**

**7:00 Call to Order – Jim Kerney, Chair**

**7:05 Approval of July 18, 2018 Subcommittee minutes**

**7:10 Public Comment Opportunity for Discussion of Items Not on the Agenda**

**7:20 Discussion on the following:**

Finalize traffic, fees, revenue & expense analysis for committee review (JK)

Discuss outsourcing Pay & Display Acquisition, Deployment, and Enforcement Management (JK)

Create a preliminary stakeholder communication plan (MR & KP)

Recommend selection process for vendors (Full Team)

Recommend implementation date and prepare a proposed budget for CETC review and agreement (Full Team)

Finalize report and provide guidance to measure success (Full Team)

**8:45 Public Comment Opportunity for Discussion of Items on the Agenda**

**9:00 Adjournment**

**Next meeting: TBD @ Cape Community Center**