

**PARKING MANAGEMENT ADVISORY BOARD MINUTES
TUESDAY, NOVEMBER 24, 2015, 5:30 P.M.
FIRST FLOOR CONFERENCE ROOM**

MEMBERS PRESENT:

Bruce Gimmy
Steve Mackey
Fran Marincola
William Morse
Peter Perri
Daniel Rose
Annie Roof
Kevin Warner
Albert Richwagen
Cynthia Freeburn

MEMBERS ABSENT:

STAFF PRESENT:

Scott Aronson, Parking Facilities Manager

GUESTS/OTHERS:

Laura Simon, Downtown Development Authority, Executive Director

I. CALL TO ORDER:

The meeting was called to order by Chairperson, Mr. Bruce Gimmy, at 5:30 p.m.

II. APPROVAL OF THE AGENDA:

Mr. Richwagen made a motion to approve the agenda, seconded by Mr. Morse. Said motion passed unanimously.

III. APPROVAL OF THE MINUTES:

Mr. Marincola made a motion to approve the minutes of October 27, 2015, seconded by Mr. Richwagen. Said motion passed unanimously.

IV. OLD BUSINESS:

- **Employee Parking Pilot Program Discussion:**

Mr. Aronson stated that a request was received from Mr. Warner to have this item on the agenda for board discussion. The City in conjunction with the Downtown Development Authority Board (DDA) and business owner stakeholder groups has developed a strategy for an employee parking program. City Staff, the Downtown Development Authority Board (DDA) and Palm Beach County evaluated the feasibility of using the South County Courthouse Garage to test the viability of an employee parking program. A proposed agreement has been developed which includes:

- Pilot parking program for six (6) month.
- On weekdays 150 spaces will be available starting at 3:00 p.m. with an additional 200 spaces at 6:00 p.m.
- On weekends and holidays (when courthouse is closed) 350 spaces will be available starting at 11:00 a.m.
- \$20 employee rearview mirror hang tags will be available to business owners and invoice quarterly.
- Garage will be staffed by the City at all times during utilization to ensure safety and cleanliness.
- Revenue neutral program (hang tag sales not to exceed operational costs).
- Police Department will enforce that all cars must be removed prior to the next court business day.

In developing the proposal, providing transportation between the courthouse and places of employment was carefully considered and determined to be cost prohibitive.

Mr. Marincola stated that the information provided by Il Bacio restaurant is incorrect. Ms. Freeburn stated that private parking meters would cause confusion to Delray Beach residents and visitors. Ms. Simon, Downtown Development Authority Executive Director stated that she brought the issue to Mr. Aronson as private parking meter prices are different from the City parking program.

Mr. Aronson stated that the owners of Il Bacio did not wish to participate in the program because he has utilization of 55 spaces from Del 55 Ray Place located on 55 SE 2nd Avenue. Del 55 Ray place has pay parking meters on their private lot available for public use after business hours. The meters are \$5.00 for up to four (4) hours and \$10.00 after that. In addition, the Land Development Regulation (LDR) has no regulation on private parking. Mr. Aronson asked the Board to have the Planning & Zoning department implement rigid regulations on private parking meters.

At this time, the board had a discussion regarding the employee parking program, the information provided to the Downtown Development Authority and City staff regarding restaurants, enforcement, invoicing, private parking meters, etc.

V. COMMENTS BY CITIZENS: (non-agenda items)

Ms. Simon stated that she has been meeting with merchants regarding the different construction projects in the downtown area and asked the board if they oversee the parking requirements during construction. Mr. Aronson stated that per the Land Development Regulations (LDR) projects are overseen by the Building department officials; construction parking is part of the project(s) permitting process.

Ms. Simon stated that as projects come forward throughout the downtown area there is a concern regarding parking for visitors and employees during construction. The Downtown Development Agency is partnering with the Community Redevelopment Agency to work on possibilities in finding parking availability while projects are under construction.

A discussion ensued regarding future projects and parking during construction. Mr. Aronson stated that he would meet with the Building Chief official in regards to the permitting process of new projects, enforcement, etc. In addition, he would meet with Community Improvement and Planning & Zoning.

VI. NEW BUSINESS:

A. Clarify the August 25, 2015 approval to Amend Section Six (6) of Valet Parking License Agreements Increasing extended stay fee.

Mr. Aronson stated that at the August 25, 2015 meeting the board recommended approval of an amendment to Section 6 of the Valet Parking License Agreements increasing the extended stay fee to \$10.00.

While processing the City Commission agenda item the City Attorney's office questioned if the amendment was exclusively for valet queues east of the Intracoastal Waterway given the references thereto. In retrospect, the memorandum could have been written a bit more clearly identifying that the approval was for all parking license agreements.

Mr. Marincola move to agree to confirm that the recommendation to increase the extended stay fee in Section 6 of the valet Parking License Agreements was for all current valet Parking License Agreements. The motion was seconded by Mr. Warner and passed 9-0. (Mr. Steve Mackey had left the meeting).

B. 2016 Meeting Date.

Board members accepted the meeting dates as presented by staff. The meeting in November will be held on November 22, 2016, and the meeting in December will be held on December 20, 2016 due to the holidays.

VII. COMMITTEE REPORTS ON PARKING RELATED ISSUES:

Board members presented a brief status report of items taking place on their respective Boards. Mr. Rose invited board members to attend the Community Redevelopment Agency Board meetings. Mr. Perri stated that the request from Uptown Atlantic for the purchase of In-Lieu of Parking space was denied by the City Commission. Mr. Richwagen thanked the board members for supporting the employee parking program. The Downtown Development Authority Board has been working on this program since 2012. Ms. Freeburn stated that the Green Implementation Board discussed the handicap spaces for the Americans with Disabilities Act (ADA) compliance and asked Mr. Aronson when the multi-motor spaces/scooters spaces would be installed.

Mr. Aronson stated that the multi-motor spaces/scooters spaces would be installed in a month.

V. NON-AGENDA ITEMS:

A. Comments by Board Members

Mr. Warner would like parking enforcement in the downtown area to be placed as an item on a future agenda and suggested to staff to submit agenda packets in a timely manner for board members to have ample time to review the item(s). Mr. Marincola talked about the time the board spends on agenda items and board recommendations are overruled by City Commission.

B. Comments by Staff

None.

There being no further business, Mr. Gimmy, declared the meeting adjourned at 7:30 p.m.

Advisory Board Liaison

The undersigned is the Secretary of the Parking Management Advisory Board and the information provided herein is the minutes of the meeting of said Parking Management Advisory Board on November 24, 2015, which minutes were formally approved and adopted by the Board on January 28, 2016.

ATTEST:

CHAIR

Advisory Board Liaison

NOTE TO READER: If the minutes you have received are not completed as indicated above, this means they are not the official minutes of the Parking Management Advisory Board. They will become official minutes only after review and approval, which may involve some amendments, additions or deletions.