

# City of Delray Beach

*100 N.W. 1st Avenue  
Delray Beach, FL 33444*



## **Minutes - Draft**

**Tuesday, November 8, 2022**

**5:30 PM**

**Swinton Operation Complex Board Room**

**Parking Management Advisory Board**

Comments and Inquiries on Non-Agenda and Agenda Items from the Public: Any member of the public wishing to comment publicly on any matter, will be able to during the Public Comment period of the meeting as noted on the agenda.

General Rules: All public comments must be addressed to the Advisory Board as a body and not to individual Board members or staff. Personal verbal attacks upon Board members and staff will not be tolerated. Members of the public shall refrain from making comments that are impertinent, obscene, personally insulting, defamatory, or slanderous remarks.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation for this proceeding should contact the Public Works Department at 561-243-7295 or JosemondJ@mydelraybeach.com by 2:00 PM on November 7, 2022.

If any member of the public requires additional information, please contact:

Joe Josemond, MPA.  
Chief Parking Facilities Administrator  
Public Works Department: Parking Administrator  
434 S Swinton Ave, Delray Beach, FL 33444  
O. 561-243-7295 ex. 7315 | <https://www.delraybeachfl.gov/>  
[josemondj@mydelraybeach.com](mailto:josemondj@mydelraybeach.com)

## **1. Call to Order**

Meeting was called to order at 5:35 pm by Kelly Brandon, Assistant Attorney.

## **2. Roll Call**

**Present** 5 - Laura Simon, Harvey Brown, Thomas Hallyburton, Carol Anderson, and John Gergen

## **3. Approval of Agenda**

Laura Simon motioned to approve the agenda as amended with the election of the chair, vice chair and second vice chair.

Laura Simon nominated John Gergen for Chair and was seconded by Aaron Hallyburton. Nomination passed. The motion carried by the following vote:

Yes: Laura Simon, Thomas Hallyburton, Carol Anderson Harvey Brown and John Gergen.

Carol Anderson nominated Harvey Brown for Vice Chair and was seconded by John Gergen. Nomination passed. The motion carried by the following vote:

Yes: Laura Simon, Thomas Hallyburton, Carol Anderson, Harvey Brown,

and Chairman John Gergen.

Chairman John Gergen nominated Thomas Aaron Hallyburton for 2nd Vice Chair and was seconded by Laura Simon. Nomination passed. The motion carried by the following vote:

Yes Laura Simon, Thomas Hallyburton, Carol Anderson, Vice-Chair Harvey Brown, and Chairman John Gergen.

**This item was approved.**

**Yes:** 5 - Simon, Brown, Hallyburton, Anderson, and Gergen

#### **4. Approval of the Minutes from the June 28, 2022 & July 26, 2022**

Both sets of minutes were approved.

**A motion was made by Simon, seconded by Hallyburton, that this be approved.**

**The motion carried by the following vote:**

**Yes:** 5 - Simon, Brown, Hallyburton, Anderson, and Gergen

**Yes:** 5 - Simon, Brown, Hallyburton, Anderson, and Gergen

**Attachments:** [Minutes 06282022 Draft](#)

[Minutes 07262022 Draft](#)

#### **5. Public Comments on Agenda & Non-Agenda Items (3 Minutes)**

There were no comments by the public.

#### **6. Old Business**

None

#### **7. New Business**

A. Monthly reporting items – Joe Josemond

Joe Josemond - Joe introduced himself to the board as it was his first meeting. Went over the documents and the comparison reports with the board from August and September. Mentioned that some numbers are low due to the Hurricanes.

Carol Anderson - mention she would like to see the revenues. Joe will send them to her.

Laura Simon - requested additional documents for all garages. Revenues and spaces for the garages.

Attachments: [Parking Data Report August 2022 for PMAB](#)

B. In-Lieu request – 298 E. Atlantic Ave. – Julian Gdaniec

Kelly explained to the chair that he had to read the rules for quasi judicial.

John Gergen read the rules for the quasi judicial item.

Kelly Brandon had Marianne Rodriguez swear in the representatives for the quasi judicial item. Once that was completed Kelly Brandon had staff to enter the file number into the record.

Julian Gdaniec entered the file number 2022-080 into the record. He then referenced the applicant to speak on the item.

Kelly Brandon asked the board if there were any ex parte communications and to give some details if yes. Laura had communication with the applicant due to the DDA Board and the other board members were a no.

Christina Bilenki on behalf of the applicant. Gave a presentation to the Board regarding 298 E. Atlantic Avenue. Explained that as of right now it is a parking lot and the applicant is looking to build a mix use building on the property. The lower floor would be either retail or restaurant use while the second and third floors would be offices. Is asking for an in lieu request because as of right now the lot is only able to hold 80 spots and per the Code for the use of the building it requires 93 spaces. Which is why the applicant has come to the PMA Board for the In-Lieu request. The traffic engineer Adam Kirk was working with the parking management team at the time and went over the number for the past three months to the parking garage that is closest to the address. There will be plenty of spaces available for the In-Lieu request. The project in compliance with the LDR's.

Kelly Brandon had to step in to allow staff to give there presentation.

Julian Gdaniec added a few more details of the project. He gave a some numbers for the cost of the spaces and explained to the board that it shows that the owner will be charging for the use of the spaces. He also explained that the applicant may or may not need the spaces; however, should the use of the space change then the owner would have the spaces needed.

Harvey Brown asked how many spaces were there and Laura Simon

mentioned that there are 70 spaces on the lot. Mr. Brown also questioned if the parking is free or if there is a charge.

Laura Simon the lot was used as customer parking and wanted to know what will happen with the customer spots.

Kelly Brandon asked if there was public questions or staff rebuttal. And now the item is in for board discussion.

John Gergen spoke about it being a paid parking lot.

Laura Simon agreed that it is but also mentioned that there are customer spots that are free while going into the bank.

Aaron Hallyburton was mentioning about the survey. One of the items that has been discussed by the board is using the garage for staff parking.

Christina Bilenki mentioned that the analyses was requested by city staff to submit with the plans.

Aaron Hallyburton wanted to know what was the purpose of the survey.

Christina Bilenki mentioned that staff asked for the survey to make sure there was enough spaces to accommodate the extra spaces needed. Regarding the spaces for customer parking, according to the LDR's with space that is being occupied no parking spaces are required. However if the owners could come up with an agreement.

John Gergen mentioned that it would be an assumption that the tenants would use the parking garage when there is free parking that is across the street that could be utilized.

Christina Bilenki explained that it was a requirement by the city that study be submitted. A parking management team has been put into place for the tenants to manage the parking issues for the space. Understands the parking issues.

Carol Anderson wanted to know the applicant if the garage would be open to the public and if so, how would that be regulated.

Christina Bilenki mentioned that there will not be any restrictions but also gave some alternatives for customers vs non customers.

Carol Anderson mentioned the idea of the toll structure. How many

parking spaces will be lost.

Julian Gdaniec mentioned that there will not be a loss of spaces.

Carol Anderson wanted to know how much the cost is per space.

Julian Gdaniec 23,600.00 would be the cost. the applicant is would be deficient 13 spaces

John Gergen that the total would be 300,000.00

Carol Anderson wanted to know when the fee would be paid

**A motion was made by Anderson, seconded by Brown, that this be approved. The motion carried by the following vote:**

**Yes:** 5 - Simon, Brown, Hallyburton, Anderson, and Gergen

**Attachments:** [PMAB Memo with plans and supporting docs - 298 E Atlantic Ave Agreement - Federal Highway Funds Subrecipient Grant\\_FDOT \(444215-1-93-01\)](#)

## 8. Comments

### A. Comments by Board Members

Laura Simon - wanted to know if there will be a meeting at the end of the month.

Board Discussion

Mike Karali mentioned that a meeting could be on November 22, 2022.

John Gergen would like to me in December.

Kelly Brandon mentioned that it would be up to the City Manager for any changes to board meetings.

Carol Anderson mentioned that she will be out.

Kelly Brandon mentioned that Joe Josemond would check with other staff regarding a meeting.

Joe Josemond - will look into having a meeting at the end of the month and will reach out to all the board members.

B. Comments by Staff

Joe Josemond will be reaching out to the board regarding the meeting and will send the requested documents.

**9. Adjourn**

Meeting adjourned at 6:22 pm.

**This was approved.**