

City of Delray Beach

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



Minutes - Draft

Tuesday, February 25, 2025

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, The City shall furnish appropriate auxiliary aids and services where necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of a service, program, or activity conducted by the City. Please contact the Human Resources Department at (561) 243-7125 at least 24 hours prior to the program or activity for the City to reasonably accommodate your request. Adaptive listening devices are available for meetings.

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

Joe Josemond, MPA.

Chief Parking Facilities Administrator

Public Works Department: Parking Administrator

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1. Call to Order

The meeting was called to order by Assistant City Attorney Kelly Brandon at 5:30 p.m.

2. Roll Call

Present 3 - Joyce Warner, Donna Sayrs, and Laura Simon

Absent 2 - Francesca Velluzzi, and George Ferguson

3. Approval of Agenda

This was approved.

Yes: 3 - Simon, Warner, and Sayrs

Absent: 2 - Velluzzi, and Ferguson

4. Approval of Minutes

This was approved.

Yes: 3 - Simon, Warner, and Sayrs

Absent: 2 - Velluzzi, and Ferguson

Minutes for: January 2024; February 2024; April 2024; May 2024

Attachments: [Draft Minutes 01232024](#)

[Draft Minutes 02272024](#)

[Draft Minutes 04302024](#)

[Draft Minutes 05282024](#)

5. Public Comments on Agenda & Non-Agenda Items (3 minutes)

No comments were made.

6. New Business

a. Select Chair, Vice Chair and 2nd Vice Chair

Joyce Warner was appointed as the chair. Laura Simon was appointed as the Vice Chair and Donna Sayrs was appointed as the 2nd Vice Chair.

Laura Simon made a motion to appoint Joyce Warner as Chair, seconded by Donna Sayrs. The motion passed unanimously.

Joyce Warner made a motion to appoint Donna Sayrs as Vice Chair, but Donna declined.

Joyce then recommended Laura Simon for Vice Chair, and all were in favor.

Donna Sayrs was appointed as Second Chair with unanimous approval.

Board Appointments:

Chair: Joyce Warner (Unanimous vote)

Vice Chair: Laura Simon (Unanimous vote)

Second Chair: Donna Sayrs (Unanimous vote)

This was approved.

b. Delray Beach Market - Valet Parking

Sponsors: Development Services Department

Attachments: [PMAB Memo: Delray Beach Market - Valet Parking](#)
[Site Plan and Floor Plans: Delray Beach Market - Valet Parking](#)
[Waiver Justification Statement: Delray Beach Market - Valet Parking](#)
[TPS Approval Letter: Delray Beach Market - Valet Parking](#)
[Delray Market - PMAB Presentation](#)

Laura Simon (Vice chair): The concerns are about the valet service. Once approved, can it still be changed? Typically, are valet permits reviewed annually, or is this the standard process for all valet services?

Joe Josemond (Chief Parking Admin) informed the board that valet agreements are reviewed annually. Previously, they were reviewed every two years, but in 2024, the Commission decided that an annual review is appropriate to assess pricing and ensure that valets comply with city ordinances.

Christina Bilenki, Esq (Rep DBM): Ensure there is enough space for vehicles to enter and for multiple vehicles to be stationed at once. With everything now being moved to one side, we must ensure there is ample room for incoming vehicles, customer arrivals, and car pickups. It is important to allow for a smooth transition and prevent any potential conflicts.

Laura Simon (Vice Chair): Currently, there are several valet queues throughout downtown, with a maximum of five spaces available in each location?

Joe Josemond informed the Board that there is not a max number of the valet queues they are charged per spaces they have requested and using.

Joyce Warner (Chair) I'm personally fine with this plan and think it's a good use of space. I appreciate that the necessary spaces are being provided. However, my main concern is traffic. I live in the area, and there's already a lot of congestion. Avoiding U-turns can be tricky, and I'd really like to see a plan to ensure people can access the valet without causing interference. As the area transitions to more residential buildings, it's going to feel even more cramped, so safety needs to be a priority. That said, I have no issues with this plan. I just want to be sure that someone is thinking about future traffic concerns

Christina Bilenki, Esq (Rep DBM) As we move toward the City Commission meeting, we'll have discussions with the valet operators to ensure we have a clear traffic circulation plan. We'll also explore the possibility of adding directions for accessing the valet on the website, which I think is a great suggestion.

A motion was made by Simon, seconded by Warner, that this Advisory Board Agenda Item be approved. The motion carried by the following vote:

Yes: 3 - Simon, Warner, and Sayrs

Absent: 2 - Velluzzi, and Ferguson

7. Old Business

a. Parking Data

Sponsors: Parking Management Advisory Board

Attachments: [Parking Garage Data- December 2024](#)
[Occupancy- December 2024](#)
[occupancy-Jan 27th 2025](#)

It was unanimously agreed upon to review the Parking Data that was sent to the board members emails. Due to Laura Simon leaving the meeting the board will not have quorum.

8. Comments

A. Comments by Board Members

PMAB recommendation below:

- Recommendation for City staff to review the traffic and pedestrian safety plan.
- Ensuring that any reduction in valet queue spaces is minimized.

B. Comments by Staff

None

9. Adjournment

6:10 PM: The meeting was adjourned due to Laura Simson leaving early, resulting in a lack of quorum to proceed.