



If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting, that person will need a record of the proceedings, and that, for such purpose, the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## **SPECIAL MEETING AGENDA**

**Monday, October 22<sup>nd</sup>, 2018**

City Hall Commission Chambers – 100 NW 1<sup>st</sup> Avenue  
Delray Beach, FL 33444

### **STAFF PRESENT:**

Jeff Costello  
Kristyn Cox

Renee Jadusingh  
Teresa Hadjipetrou

DJ Lee  
Lori Hayward

### **OTHERS PRESENT:**

Rick Consavage  
Laura Simon  
Mavis Benson  
Christina Morrison  
Scott Roberts

#### **1. Call to Order**

Chair Petrolia called the meeting to order at 1:30 pm.

#### **2. Roll Call**

**Present:** Adam Frankel, Shirley Johnson, Ryan Boylston, Bill Bathurst, Angie Gray, Pamela Brinson, Shelly Petrolia

#### **3. Old Business-Interlocal Agreement Between the City and CRA for Transportation Services FY 2018-2019**

CRA Executive Director, Jeff Costello gave background information for the Interlocal Agreement for Transportation Services and gave a summary of recent actions that were taken by the City of Delray Beach City Commissioners at the October 16<sup>th</sup> meeting. The result of the October meeting was to reinstate the Downtown Trolley Service and to authorize the City Manager to issue a contract with First Transit on November 1<sup>st</sup>, 2018.

Mr. Costello commented that these actions are contingent on data collection and monthly reports. The intent is to reinstate the fixed route service for three months and issue a new RFP for Transportation services. The current item on the agenda requires board approval to move forward.

Mr. Costello recommended that the City extend services to six months instead of three months to allow for greater flexibility as well as having a transportation service during season. In speaking with the Delray

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Beach Downtown Authority (DDA), the CRA and DDA Board should come together collectively to present alternatives and to move forward with transportation services.

Rick Consavage Regional Director for Ocean Properties commented on how important the Trolley is to tourism in Delray Beach as well as employees going to work. Most residents live West of Swinton Avenue, and no reliable services are extending to the west.

Mavis Benson commented that the Trolley has never been an issue until recently and that it has assisted in eliminating slum and blight throughout the CRA District, revitalizing the City. A few business owners she spoke with were not opposed to paying a small fee for the use of the Trolley, allowing their employees to have reliable access to work.

Christina Morrison commented on the growth of the City west of 1-95 and to get those on Congress Avenue to Downtown Delray. She suggested there be a smaller transportation system on East Atlantic compared to what will be used to travel to the Tri-Rail.

Scott Roberts Fairfield Inn and Suits-General Manager commented on introducing a nominal fee that will be welcomed by their guests. More hotels are being constructed and looking for services to keep tourists around.

Chair Petrolia ended the public speaking comments and motioned for the Board to discuss.

Treasurer Bathurst agreed that many residents are utilizing the Trolley to get to work and that in its current form, is not suitable for the City. Treasurer Bathurst would like to see other alternatives besides the trolley from different companies. He would like to move forward with the local agreement and talk about it more at a workshop.

Commissioner Boylston commented that he agrees with the proposal for an extension of six months with cancellation notice of 30 days to get through the season. He noted that three things need to be done to make the current service successful — an adjustment of the schedule every 30 days. Continuously collecting data so the schedule can be adjusted accordingly. Put a working app in place so users of the service can see the schedule in real time. Most people within the City are not familiar with the trolley and how to utilize it and by having additional marketing advertising that the ride is free will let people know what kind of service it is.

Deputy Vice Chair Gray asked what has happened since the Trolley stopped on October 1<sup>st</sup>. Mr. Costello responded that he was not sure how residents and visitors have been getting around without the service. Deputy Vice Chair Gray commented that she would like to see a workshop done on this topic and the CRA needs to stop doing more studies because the Trolley is not servicing many people, especially in the NW/SW Neighborhoods. The Trolley is not worth the \$1 million price tag that the CRA is paying, and the City should be funding any transportation services. Focusing on slum and blight and infrastructure is more important than creating a transportation service. Deputy Vice Chair Gray suggested the DDA take the lead on this project.

Mr. Costello clarified that the DDA and the CRA Board would be working together to gather data and adjust any routes. Both boards will be conducting a joint meeting, in where the discussion will revolve around what the needs are and what the gaps are. Looking at the data collected can be used to adjust routes depending on demand.

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Treasurer Bathurst stated that the amount is not \$1 million upfront as previously suggested but this money will be continuing throughout a few months. The Board and other partners have to figure out what type of system can be implemented but keep the current service in place so that people can have transportation for the time being.

Vice Chair Johnson commented that the Trolley project has languished within the CRA district. She questioned Mr. Costello on when he became aware that the City Commission was not in favor of the Trolley. Mr. Costello responded that in May 2017 at the Goal Setting Meeting, which included city staff, that the City would not be supportive of the Trolley. Vice Chair Johnson commented that she would like to see a workshop happen sooner rather than later.

Commissioner Frankel commented that there are two issues at hand. One is transportation for employees, and the other is transportation for tourists. The CRA should not be providing funding for employees who work out of the area so they can use the service. Delray Beach needs to hire locally and promote local hiring.

Commissioner Frankel stated he researched a few alternatives and found Gem cars available for purchase that drives tourists where they want to go, and a lot of hotels already have means of transportation. Commissioner Frankel is less concerned towards creating a route to Tri-Rail as Palm Tran already addresses this issue. Commissioner Frankel commented that there are six current Palm Tran routes, adding a seventh soon, although Palm Tran does not operate from Atlantic Avenue to the beach. If this agreement was to pass, the board should consider the Trolley not go into the downtown corridor, because of congestion issues. Investing in Gem cars, the CRA doesn't have to place an RFP, just an invitation to operate in Delray filling the void. He would recommend a fee for the current system as well as a reduction of hours because there is no benefit at running at 6 am.

Chair Petrolia commented that currently there is no transportation policy in place making it hard to decide on what the needs are for residents. The Board is unsure of the logistics of what goes into having a service and what type of vehicle would be ideal. Having a workshop will be a great opportunity to look deeper into the services and not make a mistake especially going into the season for next year. The problem with the issue raised on employees being able to get to work, businesses are having a hard time staffing, maybe they are having difficulty in taking on local hires and are looking outside the City. Having the transportation system in place benefits the businesses in offering incentives to their employees. Chair Petrolia suggested having the Trolley operate for three months with an option to renew for another three months. There are a few concerns over the budget for the Trolley to operate for half a year. In doing the calculations, Chair Petrolia suggested that money could be saved by having the CRA hire drivers, and owning the vehicles. Data collection is imperative to making any decision because right now there is not enough information to create good policy that will benefit the City and serve other parts of the city that are not being touched by alternative transportation services. The CRA needs to look at maybe doing more for less by creating two different routes, a fixed route and point to point.

Chair Petrolia urged the commissioners to go forward with a workshop to discuss transportation issues and asked for a consensus from the board.

Deputy Vice Chair Gray agreed that a form of transportation is needed and would like to see it expand to other areas that are not central to downtown Delray.

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Vice Chair Johnson commented that she had concerns that the City will have to take over if the service runs outside of CRA area and a partnership will have to be created between the CRA and City.

Commissioner Boylston commented that most cities that have a DDA and CRA fund programs that target those outside their districts.

Chair Petrolia commented that discussions can be had at a later date if it becomes an issue and if a shared expense needs to be had with the City.

Commissioner Brinson was concerned that the CRA would be funding the entire project and questioned why the City was not providing funding.

Chair Petrolia responded that the City is unable to fund transportation and the CRA has the available funds to do so as it has already been earmarked.

Mr. Costello commented the CRA has the funding primarily serving the CRA District. He spoke about other alternatives for funding to alleviate the CRA and City from funding 100 percent, with advertising and nominal fees. Regarding the workshop in three weeks, Mr. Costello noted that the CRA and DDA would not have enough data to know all the different components they are trying to achieve. If the decision is to move forward with Transit then possibly look at an alternative vehicle or look into working with Palm Tran and other companies.

Commissioner Brinson commented that she would like to have something more cost-effective and find service everyone can come to a compromise.

Commissioner Boylston commented that most CRA's do fund their cities transportations services because it supports their mission.

City Manager Mark Lauzier commented that if the CRA provided the money and authorized the diesel trolleys, within two to three weeks, the City Commission authorized him to approve an agreement that would reinstate the Trolley back into service. Including collecting data and looking at routes. Mr. Lauzier commented that he doesn't have the authority to look into other alternative transportation services. The existing Trolley service roughly costs about \$40,000 a month to operate, and with the current agreement, it would be six months of operation time. This would permit the Trolley to restart services as well as allow the CRA and DDA to come up with a transportation/mobility plan and can have the choice to pull funding once an alternative is found. The City will go into an agreement with First Transit that allows them to sever the contract if the CRA is not providing funding.

Chair Petrolia is concerned that taxpayers have to pay over the years with no viable service. The Board needs to make sure the expenses be lessened and continue to move forward to keep something in place especially before the season and then discuss something that will go beyond the season.

Deputy Vice Chair Johnson questioned what the \$40,000 mentioned by the City Manager was for regarding the Trolley and if the bulk of the expenses were manpower.

City Manager Lauzier commented that the total costs were understated and that there are carrying costs. First Transit provides the drivers for \$45 an hour per Trolley, and it increases to \$60 an hour if a company vehicle is used.

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John Coons with First Transit commented that the cost of the Trolley includes the driver, support staff and benefits/hourly wage as well as liability insurance.

Chair Petrolia asked the Board if they were ready to give consent to the agreement presented.

Vice Chair Johnson questioned who would be taking leadership for the six months.

Mr. Costello commented that the City Commission would authorize the City Manager to enter into an agreement with First Transit. The CRA and DDA would take the lead for the workshop, and the City will continue to oversee the current contract as well as collecting data.

Chair Petrolia commented that installing an automatic counter would be beneficial, so the data is accurate.

Commissioner Boylston commented that the Trolley needs to continue for the next six months to see it through the season and fix the route times to make it more efficient. At the end of the six months create a new system that will benefit all residents.

Vice Chair Johnson requested a timeline of events.

Deputy Vice Chair Gray questioned on what they would be approving today.

Jeff Costello clarified that the agreement would be three months then an extension which can be modified. The first three months would be \$120,000, and if it is extended to another three months, it would be an additional \$120,000.

Chair Petrolia commented that in the ILA it states it gives an amount of \$975,000 and she is not comfortable going forward with that amount.

David Tolces, Board Attorney, commented that within the current agreement the amount to fund for three months is \$240,000 but if the board wishes to fund at \$ 120,000, for the three months instead with the opportunity to extend. He asked will this extension agreement go back to board or director?

Board consensus was to bring it back to the board within 60 days.

Mr. Tolces commented that within the agreement the CRA would advise the City thirty days before the end of three months and decide whether or not renew for another three months.

Vice Chair Johnson clarified that there would only have been two months of data collected within that timeframe.

City Manager Lauzier commented that if there is data collection outside of what the City can afford, the CRA will have to fund data collection.

Chair Petrolia commented that the DDA has some funding in where they can gather the data.

Laura Simon Executive Director with the Downtown Development Authority commented that the service they use is video counting. The traffic is videotaped and then counted by hand. Recording can be done at

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peak times or for the entire route service. She would have to look at the cost and decide on what the DDA can fund.

Chair Petrolia commented that she agrees that this data collection needs to be done and to figure out the timing of the fixed route to understand what is needed in the future.

Ms. Simon commented that there needs to be time to make sure the data is realistic and to market aggressively to make sure people know to use the service.

Chair Petrolia suggested that in the first-month data collection can be done by using a clicker by the driver and then do the video tapping afterward to make sure they are reliable.

Deputy Vice Chair Gray questioned how they would be tracking riders out of season especially in the summer months. Ms. Simon commented that whoever will be hired to make sure they have the data to provide inside requirements and adjust accordingly.

Treasure Bathurst commented that throughout all the discussions the City needs a mobility and transportation plan on an accelerated timeline.

Mr. Costello suggested on doing two workshops, one for getting direction on what the Board wants and another to bring forward the data collected. Mr. Costello suggested a November 14<sup>th</sup> date. The date was approved.

Chair Petrolia made a motion to approve, Commissioner Boylston seconded the motion.

Chair Petrolia called roll on the amended agreement. The agreement was approved.

Commissioner Frankel made a motion that the Trolley not operate on Atlantic Avenue between Swinton Avenue and Federal Highway. Commissioner Johnson seconded the motion. Mr. Tolces suggested that this discussion be held on the City level as the CRA only provides the funding.

Mr. Costello suggested the first thirty days have the Trolley on a fixed route and then the next thirty days have the Trolley go a different route outside of Atlantic Avenue.

Board consensus was that the data needs to be collected first and then decide on a route.

#### **4. Other Business**

##### **A. Comments by Commissioner**

Commissioner Boylston commented that there needs to be a discussion about the Set Transformation plan at the next CRA Board Meeting.

Chair Petrolia asked if there was a consensus to go forward with this discussion.

Deputy Vice Chair Gray commented that the CRA has a lot going on and it is not appropriate to discuss right now.

Board agreed to not approve the motion.

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- B. Comments by Board Attorney**
- C. Comments by Executive Director**
- D. Comments by Staff**

**5. Adjournment**

There being no further business the meeting was adjourned at 3:26 pm.

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Jeff Costello, Executive Director

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Shelly Petrolia, Board Chair

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