

# City of Delray Beach

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



## **Minutes - Final**

**Tuesday, July 27, 2021**

**5:30 PM**

**Swinton Operations Complex**

## **Parking Management Advisory Board**

## 1. Call to Order

**Present** 3 - Laura Simon, Richard Burgess, and Chairperson John Gergen

**Excused** 1 - Brenda Cullinan

**Absent** 1 - Brady Witt

## 2. Roll Call

The meeting was called to order at 5:31 p.m.

**Present** 4 - Laura Simon, Richard Burgess, Brenda Cullinan, and Chairperson John Gergen

**Absent** 1 - Brady Witt

## 3. Election of Officers

This item was deferred to the August meeting

## 4. Approval of Agenda

**Yes:** 4 - Simon, Burgess, Cullinan, and Chairperson Gergen

**Yes:** 4 - Simon, Burgess, Cullinan, and Chairperson Gergen

**Absent:** 1 - Witt

**Absent:** 1 - Witt

## 5. Approval of Minutes

This was tabled.

## 6. Public Comments on Non-Agenda Items

No public comments.

## 7. Old Business

### A. Parking Program Report- Jorge Alarcon

Mr. Alarcon went over the spreadsheet from Reef Parking regarding all metered parking areas and garages. He will get the information on who has been working on the process for getting the elevator fixed.

Mr. Burgess mentioned that the elevator at Feder's Field has not been operational for quite some time. And questioned when it would be repaired. He also wanted to know if other arrangements were made for those with disabilities? Mentioned that the free parking is being utilized

as apposed to the metered parking. Mentioned googling a number of different elevator companies and get three quotes.

Ms. Maxfield mentioned that at the last commission meeting that was a top priority and that staff has been directed to work on it.

Mr. Alarcon mentioned that staff is actively working getting the elevator repaired and that all disability spaces have been relocated to the bottom level. There is procedure in place to call the office and have a cart come and mitigate them around the garage.

Ms. Cullinan mentioned the employees parking in the garages.

Mr. Gergan also mentioned that he has a building that has a 50 year old elevator and has to be repaired within a day due to elderly residents. Can we as the parking management board can we write to the Commission to let them know our recommendation?

Mr. Bennett said that the board can make a recommendation but that the Commission has already directed staff to work on repairing the elevator. There is a process that the City has to follow when using tax payer money.

Mr. Harvey is ok knowing that the staff is actively working on getting the elevator repaired. But would like updated information at the August meeting.

B. Downtown Employee Parking/Valet Parking Fees Update -Jorge Alarcon

Mr. Alarcon mentioned that in May two letters were sent out and the City Managers office would like to wait till the conclusion of the curb side management plan. Employee parking is on the list. The survey company will be doing a presentation for the Commission in September.

Mr. Gergan was at the meeting and they zero mention of the employee parking. He asked Brian four months ago what part includes employee parking and Brian said none. The survey said nothing about the employee parking. PMAB was expecting an answer by the end of the year; however, Covid hit and the original company was fired. The bottom line is that the Commission is not going to do anything until they hear from the consultant. Said the reason why no one took advantage of the shuttle was because there was so much free parking. I spoke to a person that has his own parking and he is full.

Mr. Hallyburton mentioned that is had to do with closing Atlantic Ave off

and more signs and more arrows. Provide a shuttle to employees for safety.

Mr. Burgess asked if there was contract and if there is a timeline that the study has to completed? There should be no free parking in a downtown area. The number one concern is that the businesses cannot get people to come to work.

Ms. Simon we met late 2019 early 2020, they were going to do the study around all of our different events. March 13th everything shut down. Would like to have a presentation from the consultant.

Mr. Harvey mentioned golf carts are problematic in another way. They are not green. The businesses are vitally important to the City of Delray. Delray is one of two municipalities to have a strait run to the beach. As a board it is important to import employee parking. We cannot let Atlantic close and do something for the employees.

Ms. Maxfield mentioned that there was a shuttle but that no one took advantage of it.

## 8. New Business

### A. Parking Management Advisory Board Bylaws-City Attorney

Mr. Bennett briefly explained the by-laws to the board. He was going to recommend that election to appoint the chair be amended to August. The agenda follows the policy and procedures and is completed by the staff liaison or board liaison. This board does a motion to add items to the agenda and gives the liaison a direction. The resolution is consistent to say that if there is no business then no reason to meet.

Ms. Simon mentioned that new appointments were made in July and wanted to get an understanding why we wait until September to vote on officers. What is the process on who creates the agenda. There is always old business to talk about. The parking program is a monthly report and there is something to always look at.

Mr. Alarcon mentioned that the chair will say that he wants to discuss an item or that the board voted on an item to go on the agenda. If we have item that comes from the Commission or another department, then it goes to legal for approval. Once approved then it goes on the agenda.

Mr. Burgess asked why does the City not regulate private parking lots. He asked why do the valet have to be charged and Mr. Alarcon

mentioned that the valets are on the City Right-Away.

**Yes:** 3 - Simon, Cullinan, and Chairperson Gergen

**No:** 1 - Burgess

**Absent:** 1 - Witt

**Attachments:** [Bylaws Parking Management Advisory Board](#)

## **9. Reports and Comments**

### **A. Comments by Board Members**

Laura Simon:

No Comment

Richard Burgess:

No Comment

Brenda Cullinan:

No comment

John Gergan

Absent

Brady Witt

### **B. Comments by Staff**

Mr. Bennett mentioned Resolution 119-21 that is being discussed. Mr. Bennett asked if the board is consensus that they need make proper use of the spaces.

Mr. Alarcon Development Services is asking for ten spaces to place parking limits. The limit will be located from Fladels Way to 5th Ave and SE 6th Ave. We are sharing the information and the item is not up for recommendation.

Ms. Simon asked if the surrounding has time limits. Asked if PMAB could give a recommendation on the Resolution. The office only want to regulate

the time.

Mr. Burgess is wanting to charge the owner for the parking limits. Is looking to have a time limit of 8 am - 8 pm and charge the owner 500.00 a month for the spaces.

Mr. Gergan mentioned that parking will not be enforced.

## 10. Adjournment

Meeting adjourned at 6:48 p. m.

**This was approved.**

Parking Management Advisory Board  
July 27, 2021 Meeting Minutes

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 July 27, 2021 which minutes were formally approved and adopted by the Board on September 28, 2021.

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.