

City of Delray Beach

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



Minutes - Final

Tuesday, June 28, 2022

5:30 PM

Swinton Operation Complex Board Room

Parking Management Advisory Board

1. Call to Order

The meeting was called to order at 5:32 pm by the chair Aaron Hallyburton.

2. Roll Call

Present 5 - Laura Simon, Richard Burgess, Brenda Cullinan, Harvey Brown, and Thomas Hallyburton

3. Approval of Agenda

This was approved.

4. Approval of Minutes

A motion was made by Simon, seconded by Cullinan, that this be approved. The motion carried by the following vote:

Yes: 5 - Simon, Burgess, Cullinan, Brown, and Hallyburton

Attachments: [April 26, 2022 Minutes](#)

6. Comments by Citizens (Limited to 3 minutes)

No comments were made.

Mr. William Bennett mentioned that if the comments were for the Quasi Judicial then all comments would have to be during that portion of the meeting.

8. Old Business

A. Parking Program Report

The board had no comments or questions regarding the Parking Reports. Cherise from Lanier Parking Solutions was available for any questions or concerns.

Missie Barletto - mentioned that the board has the reports in front of them and that Jorge has resigned his position. For any questions they can be asked to Cherise from Lanier.

Laura Simon - did mention that the report is showing the difference between season last year and this year. She also mentioned that annual parking passes are being pushed.

Attachments: [Parking Data Report May 2022](#)
[OSSG Occupancy Report May 2022](#)
[April 2022 Parking Data Report](#)

9. New Business

A. Doc's City Centre Parking In-Lieu Fee Request - Brian Ruscher

William Bennett - let the board know that the item is a Quasi Judicial item and was giving directions on how the process works with the item.

Aaron Hallyburton - read the rules into the record.

Marianne Rodriguez - did swear in those that were present for the item.
All agreed

Katherina Paliwoda - Entered the item 10 N Swinton Ave COA 2022-060 into the record.

John Szerdi - applicant handouts were distributed and placed in the folder for the record. The location takes up the entire block from NW 1 to Swinton. The project will be a mixed use property. The usage will be pedestrian friendly. They will be meeting the FEMA requirements. Doc's will remain the same with the outside seating and being restored. They are asking for 25 In-Lieu spaces to meet the requirements to satisfy the LDR. The property is within 750 feet within Federspeils Garage and is asking to use 50% for the restaurant and office use. The traffic impact analysis meets the needs. There are large amounts of parking behind the CRA and the Delray Beach Library buildings. A transportation management plan was created with Brian Rusher. It is a five point plan that offers different sources to alleviate traffic.

Katherina Paliwoda - presented for the staff portion. Revisions were completed prior to coming to the boards. The square footage changed as well as the Leui is for 25 spaces, and the frontage have been revised for porch frontage. LDR section 2.45 has been used to determine.

William Bennett let the chair aware that at that time public comment was allowed. And went over the details and rules for public comments. No one had public comments.

William also gave an opportunity for rebuttal. And asked if any board member had any ex parte communication with the applicants. A roll call was taken. Laura Simon met with the applicant. Richard Burgess spoke with the applicant about the project. The applicant mentioned that an on street parking spot was created and that gives the project a half credit also working the City Engineer regarding the cross walk.

William let the chair know that at that time the project is presented to the

board for a recommendation to the Commission and at that opportunity the board can have a discussion to either approve the request or deny. William also let the board know of the perimeters for the discussion.

Harvey Brown - asked the architect if Doc's was expanded or the same. The architect let him know that it is the same. Should the use change of the building how would that accommodate. Wanted information with in-lieu of calculation with tri-rail as it was part of the plan.

Richard Burgess asked if the parking spots were going to be covered or opened. It was said that they will be open; however, some will be covered by the overhang and all surface parking. Will the parking be charged?

John Szerdi mentioned that the parking will be open for parking.

Aaron Hallyburton - asked if valet will be onsite after hours. Mentioned that once they start using a valet company if they could keep it local.

Steve Michael there are no plans for valet; however, it is possible for the future.

William mention that he has the answer for the question from Mr. Brown. Should the change in use occur the applicant would have to submit an application to the business tax receipt office in order to open the business.

Katherina also mention that Planning and Zoning has zoning laws.

Mr. Szerdi also mentioned that should the use be changed at all there are other parking areas that could be utilized.

Brian Rusher there will be a tri rail station in the future and no one has used that credit. There are more private entities that are charging for parking but right now that is not what is in front of the board at this time it is meant to see if the site meets the needs of the property.

Laura Simone the DDA did approve the project. There were some issues that were asked from the DDA regarding the employee parking and the in-lieu being over the 50%.

Richard Burgess made comments with regards to the parking issue. He did recommend that the employees and lease holders have something validating that they are able to park there.

William Bennett did let the board know that they have to take action to make a recommendation

Richard Burgess made a motion to recommend the City Commission to approve the project. Brenda Cullinan seconded the motion. Motion passes

Richard Burgess did ask what happens to the money that is collected for the in-lieu funds. Missie Barletto did give him the details as to what happens to the funds and what it is and could be used for.

A motion was made by Burgess, seconded by Cullinan, that this be approved. The motion carried by the following vote:

Yes: 5 - Simon, Burgess, Cullinan, Brown, and Hallyburton

Attachments: [10 N Swinton Ave-PMAB Advisory Board Packet-2022-06-28](#)

B. Draft Parking and Curbside Management Master Plan - Brian Ruscher

Brian Rusher spoke on the Parking and Curbside Master Plan. And introduced Lisa Nisealson with WGI to present the plan.

Lisa Nisealson - they went back to the 2010 plan and implemented some of the plan in on the system. Talked about the parking lots and the pedestrian areas. Mentioned Park Mobile and that is may be possible to make a parking reservation. Talked about the signage usage. Looked at the analysis and infrastructure. Talked about parking management and valet parking. 1. Systems. 2. Elements. 3. Operations. are all the different systems and strategies. Turnover and circulation. Parking system solutions in real time or near real time. Went through the handout with the board. LPR systems is a reliable system. Make improvements to the parking garages first and on street parking is prime parking and going up on the price. Remove the flat rate and do \$1.50 per hour parking in the garage. Have the employees use the upper levels of the garages. Valet operations that has an app. With the mobility and the bike and pedestrian master plan, Make use of the on street parking to maybe use for drop off or pick up points and for multiuse. There may be a need to install a pad lip close to the railroad tracks. It gives pedestrians a flow path to walk. The branding problems regarding the parking lots and the problem was solved. Digital signs are a new thing and might become more common to give updates. Use the ally ways for loading and unloading. Variable signs that can be

changed at different times. Prior to coming to downtown there will be a sign that shows where spaces are available. All of this should be able to help with the parking plan. All lot of City's are use to the LPR System. While they take up less space they still need a space to park. A part of that has showed up in the plan is to put things in an order. A recommendation is to pilot a program and has started with OSS

Missie Barletto talked about the sidewalk cafe and giving the restaurants more room. Would like to get that plan narrowed down as the person who has to implement the plan. That is a critical path recommendation. Talked about how the city only has one zone.

Brian Rusher mentioned that they can be created from all types of materials. Bike parking has been more balanced. We have better policies for bike parking. Golf carts are being treated as vehicles. Launch all the programs with the others around the City.

There was an open discussion about the walk paths.

Harvey Brown mention that there is very little data. And that all of downtown is on one zone. There is no logical system right now. Employees are parking where they want. They intent is to make a plan that is good. Should software be the thing would we have to replace?

Aaron Hallyburton mentions that the main issue is putting employees in the parking garages and utilizing the ride share. Charging for the railroad lot. Employees are using bikes more. What are the thoughts for golf cart usage.

A discussion about golf carts started up.

Laura Simon asked if there was a priority for order? Is that a part of the plan? Talked about the employee parking. Gave examples of how employees refuse to park in the garages.

A list of what would like to see implemented.

1. Employee Parking
2. Adjust the timing and rates for Lots & Garages
3. Wayfinding 2.0
4. New Areas to development
5. Programming (not one zone)
6. Staff requesting public out reach and marketing

Open Discussion on the employee parking.

Brenda Cullinan was giving suggestions on how recognize they are staff downtown.

Brian Rusher mentioned about looking at the parking on a monthly basis or to look at the facility they work at. Is really involved with parking issues and looks at other municipal's. The zones has been discussed.

A discussion was made about the freebie and the tri-rail transit plan.

Missie Barletto say Ordinance changes for digital are not in affect and those would have to be changed. Some of the recommendations will be implemented.

Brian Rusher is asking for motions to either pass or fail. Motion to recommend

William Bennett assisted with the recommendation.

Prioritizing the six items with early implementation of parking.
Harvey Brown made the motion to approve the six items and Richard Burgess seconded. Motion passed

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

Yes: 5 - Simon, Burgess, Cullinan, Brown, and Hallyburton

Attachments: [Delray Parking Curbside](#)

10. Reports and Comments

A. Comments by Board Members

No Comments

B. Comments by Staff

No comments

11. Adjournment

Meeting Adjourned at 7:16 pm

Parking Management Advisory Board
June 28, 2022 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 June 28, 2022 which minutes were formally approved and adopted by the Board on November 8, 2022

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.