REPORT OF THE BUSINESS AND ADMINISTRATIVE COMMITTEE MEETING HELD ON THURSDAY, OCTOBER 14, 2021

I. CALL TO ORDER AND ROLL CALL

The Business and Administrative Committee Meeting of Thursday, October 14, 2021 was called to order at 9:30 a.m. On roll call, all committee members were found to be present.

II. PLEDGE OF ALLEGIANCE

Chair Crampton led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Member Lindsay and seconded by Chair Crampton to approve the Agenda. On roll call, the Motion passed unanimously.

IV. COMMUNICATIONS FROM CITIZENS – None

V. REGULAR AGENDA

A. Old Business

1. Draft Scope for Valet RFP
Jay Boodheshwar, Deputy Town Manager

Chair Crampton commented that there was no response to the RFP for valet services which was issued as it may have been too detailed or prescriptive. Jay Boodheshwar, Deputy Town Manager, stated that he would not repeat the report from the last meeting regarding the lack of response to the initial RFP for valet services but would like to summarize the backup memo.

Mr. Boodheshwar stated that the Parking Committee, which is comprised of staff from administrative departments, including Finance, Public Works and PZB met to debrief regarding the valet service issue. The Parking Committee recommended that, if there is still a desire to move forward with valet service, the most complicated and busy street where parking is the main issue being dealt with should be targeted. That street would be Worth

Avenue. The proposal would be an RFP for valet services specifically for Worth Avenue but designed to be scalable, to expand or contract, as necessary. Worth Avenue is the most challenging and busiest street to regulate but there are steps that can be taken to address the different types of issues such as making sure there is turnover to try to dis-incentivise employees from parking on the street and to ensure that shoppers who are coming to the avenue for a quick transaction have a place to park for their five or ten-minute transactions. It is suggested that the 30-minute free parking spaces on all blocks of Worth Avenue should be expanded. This will address the issue of employee parking and promote the ability of people to do a quick transaction.

Regarding valet services, after speaking with valet operators, it was conveyed that it is going to be very challenging to offer a valet service to charge for parking, on a street that is filled with free parking. For formal responses to be received to the RFP, it has to be done in conjunction with the entire block converted to paid parking but identifying free spaces for quick transactions so there is no need to valet if picking up order at a store or getting a cup of coffee. The valet service will be for visitors who will be there for long-term purposes probably two or three hours. As this street is so popular, the concern is that there may not be enough inventory on the street for the valet operators to store the vehicles, so off-street parking will be necessary. The valet operators will need to work with private property owners to secure spaces in private parking lots.

Mr. Boodheshwar stated that the first step in the process will be to convert the free spaces to paid parking and then transition to the draft Scope of Services specific to Worth Avenue. The requirements are much more simplified than before and there are now certain things the Town will provide such as the equipment, stands, branding, etc. so there is a consistent theme for the Town service operated by a vendor.

Member Lindsay expressed her agreement with the proposal and suggested that merchants give free parking to customers as an incentive. She reported that an experimental group (valet) from last year stated that one of the challenges they encountered at the valet station was the FEDEX and delivery trucks pulling into the spaces and blocking them. She suggested installing a few spaces for truck loading on the avenue. Mr. Boodheshwar stated there will be some "Valet Only" spaces on the avenue but the valet operator will still need to partner with the private lots to secure off-street parking and make it part of their business model.

Chair Crampton inquired if this valet service program would be a re-run of the pilot program from last year. Mr. Boodheshwar commented that this process was more formal in that there would be some reserved spaces on the avenue but the operator would be required to find off-street parking.

Chair Crampton stated that there were now spaces opened on Australian Avenue due to a previous decision.

Mr. Boodheshwar showed a map of Worth Avenue with the different types of parking and valet stands marked. He explained that the east side of the 100 block (purple) is paid parking with a few 30-minute free spaces mixed in. He suggested having valet stands on the 100, 200 and 300 blocks or may be just one stand in the 200 block. Chair Crampton suggested the stand should be in the 200 block. Mr. Boodheshwar mentioned that the incentive is for the valet service to be one of the primary options for visitors.

Member Lindsay suggested having a stand in front of Saks Fifth Avenue as there is a lot of parking on that block as there are a lot of empty stores, and also one in the 300 block.

Chair Crampton stated that the recommendation from the Committee would be a valet arrangement be in effect this season on Worth Avenue. Member Lindsay reminded him that the RFP has not been released so it will not be at the start of the season.

Motion was made by Member Lindsay and seconded by Chair Crampton to direct staff to proceed with an RFP for this season for valet services on Worth Avenue. On roll call, the Motion passed unanimously.

Mr. Boodheshwar expressed his concern regarding removing free parking spaces which could become problematic.

B. New Business

1. 6-month Status Report on Previously Approved Expansion of Placard Parking Program and Discussion Regarding Additional Expansion Opportunities
Jay Boodheshwar, Deputy Town Manager

Mr. Boodheshwar gave a historical overview of the placard parking expansion program. He stated that there was a diverse mix of individuals who bought the placards. For the 200 and 300 blocks of Peruvian Avenue, he stated that the expansion of the placards would increase the current street allotment by 6, from 24 to 30 placards. These two blocks have a total of 96 people on the waiting list. After a brief discussion, the Committee recommended the allotment of the additional 6 placards.

Mr. Boodheshwar gave an overview of the parking spaces located on the 400 blocks of Brazilian, Australian and Peruvian Avenues. He suggested the following allocations:

- 400 block Brazilian Ave (north and south): 8 placards
- 400 block Australian Ave (south: 8 placards
- 400 block Chilean Ave (north and south): 11 placards

Member Lindsay expressed concern regarding allocating many of these placards, particularly on Brazilian and Australian Avenues. Mr. Boodheshwar explained the use of the placards by the different groups of people who park on the block such as vendors, customers, etc. There is major concern regarding the vendors servicing the Marina customers. Mr. Boodheshwar stated the staff will be doing an assessment of the RPP regulations in these three 400 block areas and also the supply and demand issue. After which it will be brought back to the Committee for further discussion.

2. Expansion of 30-Minute Free Parking to Promote Vehicular Turnover
Jay Boodheshwar, Deputy Town Manager

Chair Crampton mentioned that two main issues are ParkMobile and parking enforcement. Member Lindsay stated that historically it was always promised that meters would never be installed on Worth Avenue and we should agree to use ParkMobile.

Mr. Boodheshwar explained the reasoning in how the 30-minute free spaces are installed in each block of the avenue. There are 4 on the 100 block and the 200/300 block will have 12 spaces spread throughout the 2 blocks.

After lengthy discussion, it was the consensus of the Committee to direct staff to move forward with the RFP for valet services and to recommend to the Town Council to install several 30-minute free spaces among the two-hour parking spaces on Worth Avenue.

Chair Crampton requested staff get the Worth Avenue merchants opinions regarding the parking issue.

Public Comments
John David Corey, 426 Australian Avenue, spoke regarding establishing parking guidelines and using some of the Town employee parking spaces after hours for residents.

VI. ANY OTHER MATTERS

Member Lindsay spoke regarding the opening of the Marina and commended the staff on working with the neighbors to keep everyone happy.

Mr. Boodheshwar suggested the next meeting should be scheduled for early December.

VII. ADJOURNMENT

The Business and Administrative Committee Meeting of October 14, 2021, was adjourned at 10:58 a.m. without benefit of a Motion.

APPROVED:

Lewis S.W. Crampton, Chair

ATTEST:

Queenester Nieves, CMC, Town Clerk

11/9/2021
Date