



TOWN OF PALM BEACH

Town Manager's Office

REPORT OF THE BUSINESS AND ADMINISTRATIVE COMMITTEE MEETING HELD ON MAY 28, 2021

I. CALL TO ORDER AND ROLL CALL

The Business and Administrative Meeting was called to order on Friday, May 28, 2021, at 9:30 a.m. via Zoom. 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. REGULAR AGENDA

Chair Crampton welcomed Member Lindsay and acknowledged Mayor Moore and several staff members who were joining the meeting. Chair Crampton mentioned there have been several meetings held with residents focusing on County Road, Worth Avenue and Royal Poinciana Way and there were discussions to look at parking trends both in and out of season. The staff committee was solely developed to handle parking issues. Mentioned one recommendation was adopted to allow underground parking lot owners to rent up to 50% of the spaces on their property. Noted the discussion would include use of underutilized surface lots; review a scope of services for a centralized valet Request for Proposals (RFP); expanding the placard program on the east side of the 400 block of Peruvian Avenue, indicated this was a way to decrease the employee parking on Worth Avenue to free spaces for customers. These issues were discussed at last month's council meeting when council members recommended that more discussion and staff work were needed. Chair Crampton indicated any actions will be recommended to the Town Council for their approval.

A. Recap of Actions Taken at the April 13 Town Council Meeting *Jay Boodheshwar, Deputy Town Manager*

Deputy Town Manager Jay Boodheshwar gave a recap of the actions taken regarding the following:

1. *Curbside Valet Parking Services.* This concept was well received by the Town Council and was remanded back to the committee to develop an RFP for the program.
2. *Amendment to Supplemental Off-Site Parking Section of Code.* Town Council approved code amendments for supplemental off-street parking. Draft Ordinance will be reviewed.
3. *Modifications to Placard Parking Program.* After much discussion, a net addition of 25 placards in various areas in Midtown between Hammon Avenue and Royal Palm Way, and on Main Street (behind the old Post Office). There was a limitation of six months placed on the placards; staff would have time to ensure there were no unintended consequences. Deputy Town Manager Boodheshwar informed the committee most of the additional placards have already been sold and there is a lengthy waiting list for certain areas. There was discussions regarding continued expansion of the placard parking program to include a small section of the 400 block of Peruvian Avenue.
4. *Changes to On-street Parking Regulations on Four Arts Plaza.* The regulation has been returned to two-hour time limit instead of one-hour parking time limit. Staff has communicated with the Four Arts and has committed to increased enforcement. There is a fifteen-minute loading zone area on the east side of the street in front of the Four Arts which residents are able to use for drop off and pick-up.
5. *Convert Free Time Limited Spaces on Mid-Town Ocean Blocks to Paid Parking.* The pilot project of the conversion of multiple free time-limited spaces on the Far East end of the Midtown ocean blocks (except Worth Avenue) to paid parking will probably become permanent. The decision was made not to install kiosks on the streets but install signage to direct users that they must use the ParkMobile app or call the 800 number that is on the sign or go to South Ocean Boulevard to use one of the existing kiosks to complete their parking transaction. The signs have been ordered and once installed this will complete the conversion process.

Responding to Chair Crampton, Mr. Boodheshwar stated that the placard program is attracting employees working on Worth Avenue. He also responded to Mayor Moore that many placard holders are the store owners. Mr. Boodheshwar explained the placards are transferable and maybe used by different employees. He mentioned the cost of the placards are about \$1000 per year.

Mr. Boodheshwar shared a list showing the parking placards sold by location.

B. Items from the April 13 Town Council Meeting Requiring Further Discussion and Recommendations for Council Consideration
Jay Boodheshwar, Deputy Town Manager

1. Proposed Amendment to the Town Code, Relative to Supplemental Off-Street Parking

Wayne Bergman, Director of Planning, Zoning and Building, stated that the Town Council had directed staff to prepare zoning text amendments which would allow commercial property owners to share their underutilized parking lots. Mr. Bergman explained the review process to the committee. Staff recommended to relax or eliminate all of the regulations which prevented owners from sharing underutilized parking lots and suggested that all commercial lots should be included. The Commission did not agree with that approach as they were concerned that some of the surface or elevated lots would have impacts to the neighboring residential communities. The Commission instead recommended the Town Council to allow the supplemental off-site shared parking relaxation of rules for underground parking garages. The Commission also suggested a three-year pilot program to see how it worked and kept the amount of shared parking to not be more than 33% of the total garage inventory. Staff then modified the Ordinance for Town Council approval. The Town Council granted approval for 50% of the total garage inventory. Staff is requesting the Committee place a condition that if the surface or elevated parking area is directly adjacent to residential areas the hours be limited to business hours only. Member Lindsay expressed some concerns regarding business hours, as different businesses have different business hours. She referred to the examples of a retail store which closes at 6 o'clock and a café that will remain open until midnight and that particular business could be next to a residence. Chair Crampton recommended having a time certain instead of business hours. Staff was directed to research using business hours only vs. specific hours.

The committee discussed garages not adjacent to residential areas. Mr. Bergman defined the residential area as a parcel on which the parking area exists abuts a residential use property. Discussion ensued regarding specifics of residential areas. Staff was directed to research the residential areas with a view to having an end time for parking. Chair Crampton suggested that this be a two-year pilot program with six-month progress reports to be brought to the Town Council.

2. Review Scope of Services for Centralized Valet RFP

Mr. Boodheshwar referred to the backup showing the draft Scope of Services for Centralized Valet Services. He mentioned staff used the City of Coral Gables as a model for the Town's service. Coral Gables is a high

end community with a larger retail footprint. The valet program in Coral Gables has many more centralized valet stations throughout their City. The scope was modified to fit the Town so flexibility can be retained to scale up or down depending on the season and demand. Responding to Member Lindsay's query on the valet operator(s), Mr. Boodheshwar replied one valet operator would be ideal as there is customer service quality and branding issues whenever there are multiple companies. Mr. Boodheshwar specified there would be provision in the contract to interject if there are problems and also a termination clause. Member Lindsay spoke regarding the hours of 11-5 and mentioned that 5:00 p.m. seemed to be too early. Mr. Boodheshwar stated that restaurants had their own valet operators so the 5:00 p.m. would provide the operator's time to set up and be ready for the dinner hour, but if there was a preference the end time could be pushed to 5:30 instead of 5:00 p.m.

Mayor Moore voiced her agreement and mentioned that any decision that did not go as planned could be rescinded or revoked.

Mr. Boodheshwar thanked the Worth Avenue merchants who helped pilot the centralized valet program a few years ago.

Public Comment

Katie Green, DEA Palm Beach, expressed she would love to have valet parking on the 300 block of Worth Avenue.

3. Consideration of Implementation of Placard Parking on Eastern Portion of the 400 Block of Peruvian Avenue

Mr. Boodheshwar noted there is a high demand for placard parking the Midtown area. Staff conducted an occupancy study in the 400 block of Peruvian which is completely residential permit parking. It was discovered that this block was rarely more than 50% full, most of the time it was in the 30% full range. Staff would like Council to consider converting the nine (9) spaces (circled in red on the map) on the south eastern portion of the block to two-hour time limited as the default regulation and implement placard parking. This would allow residents on the waiting list for the 200/300 block of Peruvian to fill these spaces. Member Lindsay inquired how many homeowners have purchased the \$50 RPP permits, to which Mr. Boodheshwar replied the number of permits purchased equals the number of spaces on that street, even though actual usage is much lower.

Discussion ensued regarding the various blocks of Chilean, Australian and Brazilian that have a mixture of RPP and time-limited spaces.

After discussion, there was a consensus of the Committee to recommend the implementation of placard parking on the eastern portion of the 400

block of Peruvian Avenue to the Town Council.

4. Review Additional Area(s) for Implementation of Paid Parking

Mr. Boodheshwar presented an overview of the process being carried out regarding posting signs in the far eastern portions of the 100 block of the midtown streets to convert the time limited spaces to paid parking.

Member Lindsay spoke regarding the beachgoers using the spaces on Worth Avenue. She also spoke about the 30-minute free parking and suggested that it be limited to 15 minutes.

The consensus of the committee was to move forward with making the parking on Worth Avenue consistent with the other streets.

Mr. Boodheshwar stated that there was unanimous consent to advance item numbers 3 and 4 to Town Council for consideration. The RFP scope will be revised before issuance and Mr. Bergman will prepare the draft Ordinance regarding supplemental parking for BAC review at the next meeting.

C. Discussion regarding Additional Parking Management Issues to be Reviewed by the Business and Administrative Committee, Including but not Limited to (1) Hours of Enforcement, (2) Maximum Hours Permitted in Paid Parking Areas, (3) Seasonal Parking Regulations, (4) Completion of Evening Hours Parking Study, (5) Other Items.

Jay Boodheshwar, Deputy Town Manager

Mr. Boodheshwar stated this item was included to begin a conversation regarding the work plan for the committee. He suggested that they continue the conversation regarding commercial areas although at some point it will also include residential parking. Mr. Boodheshwar suggested the following items for further discussion:

- Hours of enforcement in paid and time limited free parking areas
- Maximum time permitted for purchase in paid parking areas
- Discussion of implementation of seasonal parking regulations
- Completion of evening hours parking study

Member Lindsay agreed with the suggested issues and added enforcement is generally inconsistent in the neighborhoods on the island and there may be a need for more enforcement on the weekends in the north end where beachgoers find free parking; in the business areas or on Sundays. She suggested more consistency is needed in areas with similar impacts.

Chair Crampton agreed with Member Lindsay and the issues suggested by Mr. Boodheshwar. He then spoke about construction parking which needed to be revisited.

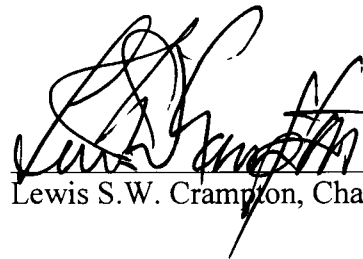
Mr. Boodheshwar stated that these issues will be placed on the next agenda for discussion.

Member Lindsay requested that staff look into signage on the north end of town with a view to reducing the number of signs on the streets. She also spoke about signage on Worth Avenue. Mr. Boodheshwar stated that no additional signs will be placed on Worth Avenue, they would instead be replaced.

V. ANY OTHER MATTERS - *None*

VI. ADJOURNMENT

The Business and Administrative Committee Meeting was adjourned at 11:00 a.m. by Motion made by Member Lindsay and seconded by Chair Crampton. On roll call, the Motion passed unanimously.


Lewis S.W. Crampton, Chair



Queenester Nieves, CMC, Town Clerk

7/14/2021
Date

