



TOWN OF PALM BEACH

Town Manager's Office
BUSINESS AND ADMINISTRATIVE COMMITTEE

**TOWN HALL
COUNCIL CHAMBERS-SECOND FLOOR
360 SOUTH COUNTY ROAD**

AGENDA

JANUARY 19, 2023

9:30 AM

Welcome!

For information regarding this agenda and the procedures for public participation at Business and Administrative Committee, please refer to the end of this agenda.

I. CALL TO ORDER AND ROLL CALL

Lew Crampton, Chair
Bobbie Lindsay, Member

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

IV. COMMITTEE REPORTS

- A.** Report of the Business and Administrative Committee Meeting Held on October 27, 2022
Nicholas Caristo, Chief of Police

V. REGULAR AGENDA

A. Old Business

- 1. Expansion of Paid Parking

VI. ANY OTHER MATTERS

VII. ADJOURNMENT

PLEASE TAKE NOTE:

- Note 1:** No written materials received after 3:30 p.m. on the Thursday immediately prior to a monthly Business and Administrative Committee will be included in the back-up binders distributed to the Mayor and Town Council in preparation for that meeting. Written materials received after 3:30 p.m. on Thursday will be separately distributed to the Mayor and Town Council; however, depending upon the length of the materials, the time of submittal, and other circumstances, the Mayor and Town Council may not be able to read and consider such late submittals prior to acting upon the policy matter(s) which they address.
- Note 2:** The progress of this meeting may be monitored by visiting the Town's website (townofpalmbeach.com) and clicking on "Meeting Audio" in the left column. If you have questions regarding that feature, please contact the Office of Information Systems (561) 227-6315. The audio recording of the meeting will appear within 24 hours after the conclusion of the meeting.
- Note 3:** If a person decides to appeal any decision made by this Council with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings. For such purpose, he/she 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.
- Note 4:** Disabled persons who need an accommodation in order to participate in the Business and Administrative Committee are requested to contact the Town Manager's Office at 838-5410 or through the Florida Relay Service by dialing 1-800-955-8770 for voice callers or 1-800-955-8771 for TDD callers, at least two (2) working days before this meeting.
- Note 5:** Items listed on the Consent Agenda will be approved by one motion of the Town Council, unless the Mayor or an individual Council Member requests that any item(s) be moved to the Regular Agenda and individually considered.
- Note 6:** All back-up material for the items listed on the agenda are posted to the Town's website and emailed to all Stay Informed subscribers on the Friday before the Business and Administrative Committee. To access the back-up materials and/or subscribe to the Stay Informed list, please visit the Town's website (townofpalmbeach.com).

PROCEDURES FOR PUBLIC PARTICIPATION

Citizens desiring to address the Town Council should proceed toward the public microphones when the applicable agenda item is being considered to enable the Town Council President to acknowledge you.

PUBLIC HEARINGS: Any citizen is entitled to be heard on an official agenda item under the section entitled "Public Hearings," subject to the three minute limitation.

COMMUNICATIONS FROM CITIZENS: Any citizen is entitled to be heard concerning any matter under the section entitled "Communications from Citizens," subject to

the three minute limitation. The public also has the opportunity to speak to any item listed on the agenda, including the consent agenda, at the time the agenda item comes up for discussion.

**OTHER AGENDA
ITEMS:**

Any citizen is entitled to be heard on any official agenda item when the Town Council calls for public comments, subject to the three minute limitation.

Business and Administrative Committee are public business meetings and, as such, the Town Council retains the right to limit discussion on any issue.

TOWN OF PALM BEACH

Business and Administrative Committee on: January 19, 2023

Section of Agenda
Committee Reports

Agenda Title
Report of the Business and Administrative Committee Meeting Held on October 27, 2022

Presenter
Nicholas Caristo, Chief of Police

ATTACHMENTS:

- **Report of the Business and Administrative Committee Meeting Held on October 27, 2022**



TOWN OF PALM BEACH

Town Clerk's Office

REPORT OF THE BUSINESS AND ADMINISTRATIVE COMMITTEE MEETING HELD ON OCTOBER 27, 2022

I. CALL TO ORDER AND ROLL CALL

The Business and Administrative Committee Meeting of October 27, 2022, 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

John David Corey, 426 Australian Avenue thanked the committee members for their leadership and spoke regarding parking in the commercial and residential areas in Town. He stressed that there was no such thing as free parking as there are expenses incurred such as asphalt, street maintenance, curb painting, signage, operation of the program and opportunity costs. He cautioned the committee on spending too much time trying to resolve commercial parking issues which should be handled by the commercial entities.

Member Lindsay spoke regarding the expansion of office space in downtown West Palm Beach and pointed out that this would lead to more traveling across the bridges and more traffic in Town.

Chair Crampton spoke regarding the history of trying to resolve the parking issue in Town. He stated that having turnover for businesses and convenience for residents were key goals of the committee.

V. REGULAR AGENDA

A. Old Business

1. Expansion of Paid Parking
Nicholas Caristo, Chief of Police

Paul Alber, Police Lieutenant, Professional Standards Division, presented the various steps to be taken regarding transitioning to the ParkMobile app-based paid parking system using mobile devices. He stated that there were several incentives which could be offered to the residents such as discounted parking and transaction fees for their guests. There will also be opportunity for merchants to log into their ParkMobile account to pay for parking for their customers. Merchants will also be able to purchase promotional codes which they can provide to their customers for them to access free or discounted parking. He explained that the codes could be set up with expiry dates as necessary. Lt. Alber further explained the different methods merchants could use to differentiate between employees and customers whenever an account is created for their business.

Public Comments

Michael Maus, 312 Worth Avenue spoke regarding the transactional costs and enquired how a merchant would be able to make these transactions. Lt. Alber explained that the merchant would have to access the app on their device and that a business could either give the customer a promotional code or pay the parking for the customer.

Dr. Richard Lynn, Palm Beach Midtown Business Association, enquired about reimbursement to the customer from the merchant and about assistance needed by elderly users. Lt. Alber stated that parking enforcement would be available to provide assistance as needed.

Chair Crampton stated that the rise in use of ParkMobile in Palm Beach has been exponential in the past few years.

Lt. Alber stated that community outreach was one of the aspects of making the community aware of this new system. He stated that staff recommends a comprehensive implementation throughout the entire community instead of a phased-in approach.

Member Lindsay stated there should be option for on-site valet due to some people opting for convenience and expressed her concerns regarding the signage. She stated that signs should be minimal and requested that the Council be given the opportunity to see the signage during the design phase before they are finalized. Lt. Alber stated that the Town would have wide latitude regarding the creation of the signs but stated that it would have to include the ParkMobile app sign.

Dr. Lynn inquired how the valet parking system would handle the ParkMobile program and if it would also be a comprehensive implementation for the valet parking.

Laurel Baker, Palm Beach Chamber of Commerce expressed her concern regarding the number of parking spaces in Town and some of the resident placard parking

spaces which did not seem to be used on a regular basis.

Dr. Lynn, speaking as a Town resident, expressed his disagreement regarding Ms. Baker's concerns about use of street parking by residents. Mr. Corey expressed his agreement with Dr. Lynn's comments.

Mr. Maus stated that increasing paid parking will increase turnover for the commercial areas which would be a good thing for the Town and the merchants.

Member Lindsay thanked the residents/business owners for their input and made comments regarding parking in commercial and residential areas.

Wayne DaCote, the Esplanade Garage, stated that he agreed with the thirty-minute parking in the commercial district.

Lt. Alber summarized that, if Town Council approves the measure, paid parking using ParkMobile will be implemented in the commercial district using strategically placed kiosks and a few 30-minute spaces on the various streets, including Worth Avenue, S. County Road and Royal Poinciana Way.

2. **Worth Avenue Valet Parking**
 Nicholas Caristo, Chief of Police

Lt. Alber stated that the Town would have to create partnerships with the valets and various parking lots.

Member Lindsay gave a brief history of the Town Council's request regarding valet parking.

Public Comments

Dr. Lynn spoke regarding the area of S. County Road between Royal Palm Way and Brazilian Avenue and suggested that the best place for a valet stand would be the northwest corner of Brazilian Avenue.

Mr. DaCota stated that there was capacity for valet service in the Esplanade garage but directional signs were needed to direct people to the valet stands.

Chair Crampton stated that outreach was needed to the Apollo lot in order to develop a partnership with the Town to increase capacity.

VI. ANY OTHER MATTERS

There were none.

VII. ADJOURNMENT

Motion was made by Member Lindsay and seconded by Chair Crampton to adjourn the Business and Administrative Committee meeting at 10:40 a.m. The Motion passed unanimously.



APPROVED:

Lewis S.W. Crampton, Chair

ATTEST:

Pat Gayle-Gordon, Acting Town Clerk

12/13/2022

Date

TOWN OF PALM BEACH

Business and Administrative Committee on: January 19, 2023

Section of Agenda

Regular Agenda - Old Business

Agenda Title

Expansion of Paid Parking

Presenter

Nicholas Caristo, Chief of Police

ATTACHMENTS:

- ▣ **Report of the Business and Administrative Committee Meeting Held on May 28, 2021**
- ▣ **Memorandum dated July 5, 2021 from Jay Boodheshwar, Deputy Town Manager**
- ▣ **Report of the Business and Administrative Committee Meeting Held on July 8, 2021**
- ▣ **Parking Presentation**



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

Date

TOWN OF PALM BEACH

Information for Town Council Meeting on: July 13, 2021

To: Mayor and Town Council

Via: Kirk Blouin, Town Manager

From: Jay Boodheshwar, Deputy Town Manager

Re: Recommendations of the Business and Administrative Committee, Relative to
Parking Regulations

Date: July 5, 2021

STAFF RECOMMENDATION

Staff recommends the Town Council give consideration to the recommendations of the Business and Administrative Committee (BAC), relative to public parking related issues itemized below.

GENERAL INFORMATION

At the April 13, 2021, Town Council meeting, staff presented a list of action items that were previously reviewed and unanimously advanced by the BAC to the Town Council for consideration and approval. Several of the items discussed by Town Council resulted in the desire for additional study by the BAC. The list of items further reviewed by the BAC at its May 28, 2021, meeting included: (1) additional proposed amendments to the Town Code related to supplemental off-street parking, (2) RFP scope of services for centralized valet, (3) proposed implementation of placard parking on eastern portion of the 400 block of Peruvian Avenue, and (4) proposed implementation of paid parking on eastern portion of the 100 block of Worth Avenue.

Draft language, relative to additional supplemental off-street parking code changes will be reviewed at the July 8, 2021, BAC meeting and then presented to the Town Council for consideration at the August Town Council meeting. The scope of services for the centralized valet RFP have been finalized and issuance of the RFP is imminent. The BAC achieved consensus on its recommendations regarding the implementation of placard parking on the eastern portion of the 400 block of Peruvian as well as paid parking on the eastern portion of the 100 block of Worth. See below for details.

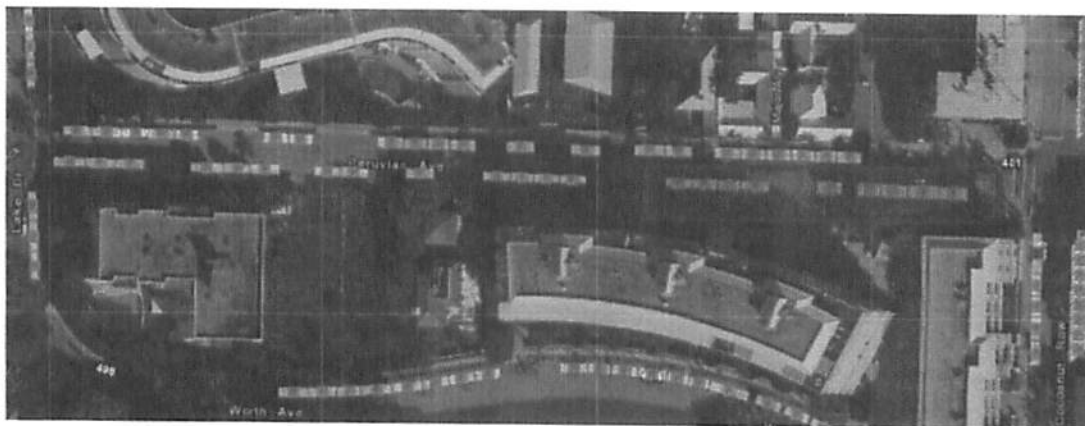
Implementation of Placard Parking Program on the Eastern Portion of the 400 Block of Peruvian Avenue

After a lengthy discussion at the April 13, 2021, Council meeting regarding the cost/benefits for expanding the placard parking program in various locations throughout the Town, Council approved the addition of 25 net spaces (inclusive of the elimination of 40 placards on S. Lake Drive). To ensure no unintended consequences, the additional placards in the mid-Town area

have been limited to 6 months for purchase, at which time staff will report back to Council before making these locations permanent. Since the approval of the additional placards, most have already been sold. Below is the list of the areas in question.

- 200 Block of Brazilian Ave (north and south): All 8 placards sold
- 300 Block of Coconut Row (east and west): All 23 placards sold
- 100 Block Hammon Ave (north and south): 6 of 12 placards sold
- 300 Block of Hibiscus Ave (east and west): All 12 placards sold.
- 100 Block of Main Street (south): 5 of 10 placards sold.
- 400 (north) /500 (east) Blocks of Worth Ave: All 4 placards sold.

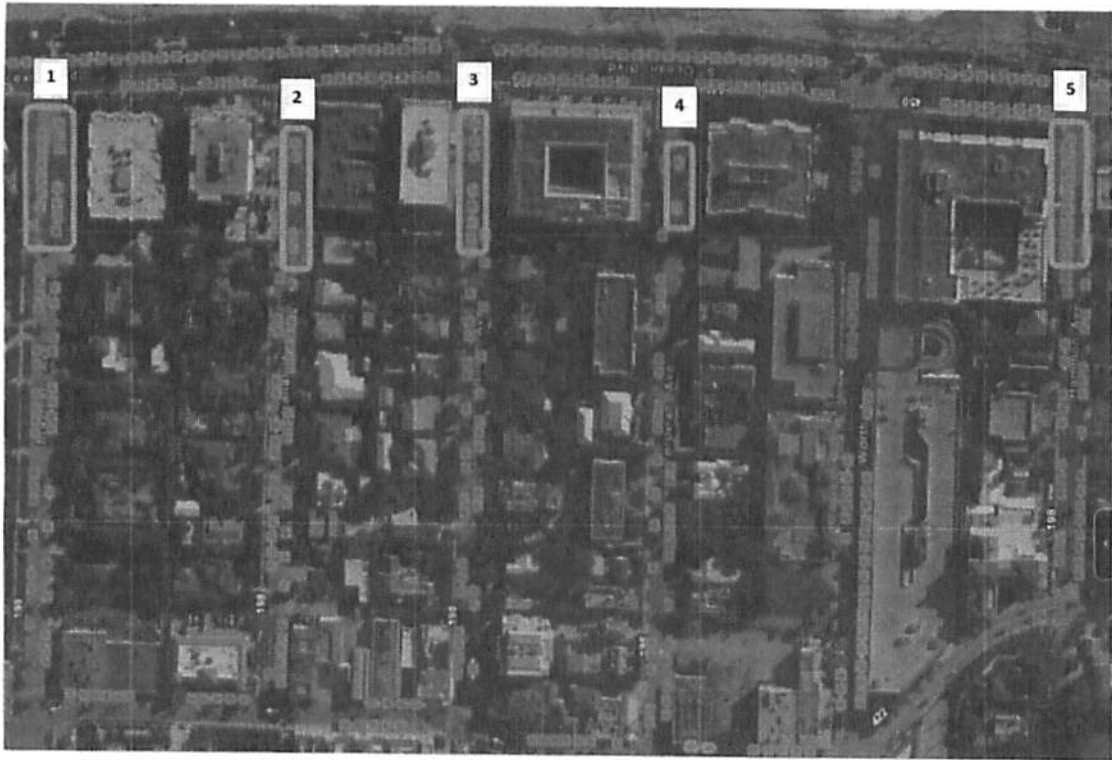
The addition of 9 parking placards on the 400 block of Peruvian Avenue was also discussed at the April 13 Council meeting but was referred back to the BAC for further review. At the May 28, 2021, BAC meeting, committee members discussed the fact that there is a large waiting list of 151 individuals who would like to participate in the placard program, with 139 of them interested in the areas closer to Worth Avenue. A space utilization study on the 400 block of Peruvian from February 3 – 9, 2021, discovered that the 43 residential permit parking (RPP) spaces on this block are rarely occupied by more than 50% between the hours of 9:00 am and 6:00 pm. After much discussion, the BAC determined that it is appropriate to reallocate nine (9) of the underutilized RPP spaces on southeastern portion of this block to a 2 hour time limited regulation and expand the 300 Block Peruvian Avenue placard program to this block.



Implementation of Paid Parking on the Eastern Portion of the 100 Block of Worth Avenue

At the April 13, 2021, meeting, Town Council approved the BAC's recommendation to regulate the spaces on the streets highlighted in yellow below in the same way as the spaces on the west side of South Ocean Blvd. (ParkMobile Zone 4607) but no new kiosks would be installed. Signs are in place and the implementation of the new paid parking (\$5/hr) regulation is complete for the 100 blocks of Brazilian, Australian, Chilean, Peruvian, and Hammon.

The spaces highlighted below in red are on the 100 block of Worth Avenue. After much discussion the BAC has recommended the implementation of paid parking at \$5/hr, similar to what was recently completed on the nearby 100 blocks along Mid-Town Beach. Further, the BAC has recommended the addition of 3-4 free time-limited 15 minute spaces for customers stopping for coffee or to pick up merchandise. As with the other 100 block streets, no kiosks will be installed on the avenue.



cc: Department Directors
Parking Committee



TOWN OF PALM BEACH

Town Manager's Office

REPORT OF THE BUSINESS AND ADMINISTRATIVE COMMITTEE MEETING HELD ON JULY 8, 2021

I. CALL TO ORDER AND ROLL CALL

The Business and Administrative Meeting was called to order on Thursday, July 8, 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 provided an overview of agenda items being presented and indicated any approved actions will be forwarded to Town Council as recommendations for their approval.

A. Proposed Rate Increase for Paid Parking Spaces *Jay Boodheshwar, Deputy Town Manager*

Jay Boodheshwar, Deputy Town Manager, provided an overview of the proposed paid parking rates increase. The proposed rate increase includes placard fees for nonresidential parking spaces that are available to anyone, and hourly parking in various locations in Town. Mr. Boodheshwar noted that paid parking and placard fees have not been increased since 2019. Midtown Beach and Phipps Ocean Park fees have not increased since 2011.

As indicated by Mr. Boodheshwar, placard parking is a highly sought after program. Interest has increased and the program is in high demand. Most of the newly allocated placards have been sold out. There is great demand for parking spaces in the Midtown area. There was a discussion to expand the 400 Block of Peruvian. Mr. Boodheshwar noted this was to be heard at the Town Council meeting in July.

Mr. Boodheshwar stated the placard parking rate increased 20%, the last time rates were raised.

Staff is proposing a fee increase of 20%. The placards are sold in 1, 4, 6 and 12 month increments. It was noted that most placard card holders purchase the 12 month option.

Member Lindsay asked who purchases the majority of the placards. Mr. Boodheshwar responded, the majority are businesses or individual employees. Some contractors purchase these placards, as well.

Member Lindsay inquired as to the hours and days of the week the placards could be used. Mr. Boodheshwar stated the placard has a variety of underlying regulations, either time limit or paid parking. The holder of a placard can ignore the time limitation and/or ignore paying at the meter.

Member Lindsay stated it is a pretty good deal. Mr. Boodheshwar agreed. It was noted, the reason is to take pressure off juggling the cars every two hours. The Town wants to avoid people moving their cars every hour or two to avoid a ticket. Mr. Boodheshwar stated this creates less of a negative impact on the community. Noted this is a supply and demand question today.

Chair Crampton inquired if the rates being discussed are included in the proposed budget.

Amy Wood, Assistant Finance Director responded, the rates were done with the existing rate structure, this would add to the surplus funds.

Chair Crampton inquired about the amount of the additional revenue the Town would realize. Mr. Boodheshwar responded, he did not have a breakdown, however the total increase would be approximately \$400,000. Chair Crampton requested a breakdown of the revenue this would provide. Mr. Boodheshwar stated the information would be provided to Council.

Public Comment

Warren Belmar, 130 Sunrise Avenue, asked if there was a limit to the size of the vehicle that may be parked in front of homes in the area where placards are being considered. Mr. Boodheshwar responded, he believed the size was limited to passenger vehicles, such as cars, minivans, SUV's and pickup trucks. Mr. Belmar thought they were speaking of the workers and asked if pickup trucks were considered passenger vehicles. Mr. Boodheshwar responded in the affirmative.

Motion was made by Member Lindsay to approve the proposed placard price increase as outlined in the backup and take to Council. Seconded by Chair Crampton. On roll call, the Motion passed unanimously

A. Kiosk Pricing/Paid Parking/Park Mobile Revenue
Jay Boodheshwar, Deputy Town Manager

Jay Boodheshwar, Deputy Town Manager provided an overview of the paid parking areas. Hourly rates were discussed for the various parking areas. The Town realized the trend was to pay by kiosk or pay by ParkMobile. Mr. Boodheshwar provided spreadsheets to show the trend revenues

on a monthly and yearly basis. The revenues were inclusive of paid parking.

It was noted, the projected budget for this year was \$225,000 for placard parking. This amount has already been exceeded, and \$243,300 has been realized. Last year approximately \$266,000 in revenue was collected. There was a total revenue projection of \$1.1M that has already been exceeded for paid parking, with approximately \$1.4M already received. Mr. Boodheshwar provided a breakdown of the locations and the percentage of paid parking revenues being generated. He indicated there was a trend that people were moving away from the physical kiosk device to either a telephone or a smartphone app based solution. The ParkMobile solution was implemented in 2015/2016, and the total revenue that year was 10% collected via ParkMobile. In fiscal year 2020/2021, YTD 44% of parking revenue was collected via ParkMobile.

Mr. Boodheshwar noted he expected to see continued growth in use of ParkMobile. In the future, he could envision no kiosks in the Town.

Mr. Boodheshwar showed the current and proposed rates to be reviewed by the BAC.

Member Lindsay inquired if the City of West Palm Beach had gone totally ParkMobile. Mr. Boodheshwar responded, West Palm Beach still has physical meters in certain areas.

Member Lindsay expressed interest in what the experts would say the percentage would be before an agency could just flip the switch and there are no options but to use virtual/telephone applications. She was concerned about the revenue comparison made between Midtown and Phipps Ocean Park. Noted Phipps Ocean Park is a beautiful re-nourished beach with lots of parking yet it represents only 8% of the revenue generated, compared to the 50% from Midtown. She understood there is more demand at Midtown Beach than in the Phipps Park area. Member Lindsay suggested reducing the rate at Phipps Ocean Park.

Chair Crampton indicated he would prefer to consider a recommendation of raising rates in those areas where there is an overflow or close to being an overflow of parking. Chair Crampton was not sure about increasing rates at Sunrise, Phipps Ocean Park or North County. Noted he was not inclined to have a blanket increase.

Member Lindsay indicated Floridians tend to go to the beach more in the summer, so we may want to consider Summer/Winter rates. Midtown is the most urgent area. She inquired about the issues at the Publix parking lot, Catholic Church and Greens. Wanted to know if we are pushing people into the private lots.

Mr. Boodheshwar stated the Town is not monitoring how private lots are being affected by the rates and regulation changes. He understands that some people will try to park in free parking and private lots. Mr. Boodheshwar stated this conversation should not be about the revenue, this conversation should be about the goals of the Town. The conversation is about the demand and the traffic which is created in the Midtown area and creates an adverse impact on the community. What can be done with the rates to promote the use of an area that is less dense and less traffic? Mr. Boodheshwar noted when the rates are set those rates are set to not incentivize people to not use those areas. People want to park close to the beach. Mr. Boodheshwar noted the BAC made

the recommendation to raise the rate from \$3 per hour to \$5 per hour on 100 block of Royal Palm to match what was happening on Ocean Boulevard. The decision was made to keep the rate at \$3 per hour, to encourage people between Wells and Sunrise to use those spaces instead of the spaces in that area. There is an inconsistency in the Midtown area, whereas South Ocean Boulevard and the 100 blocks of adjacent east/west streets are at \$5 but the 100 block of Royal Palm Way is at \$3 per hour. Staff recommends to raise the rates on South Ocean Boulevard, and apply the same rate on Royal Palm Way for consistency.

Chair Crampton stated that the 100 block streets and Royal Palm Way are together along with Midtown and should be consistent. This is where there is the most pressure for parking.

Member Lindsay agreed and wanted to add Sunrise and North County to be consistent with rates. Member Lindsay noted what she did not want to do was to incentivize people, like what was done with the Residential Permit Parking (RPP). Continued to say if any rates are to be decreased it would be at Phipps Ocean Park.

Public Comment

Warren Belmar, 130 Sunrise Avenue noted this was a very important issue. He stated, unfortunately this discussion was taking place when most residents are out of Town. Inquired of the cost of a parking ticket. Ben Alma, Support Services Manager responded the cost was \$60 per ticket.

Mr. Belmar commented, this was part of the impact to the Town residents and to the Town businesses, who rely on people being able to park in front or near their stores, shops, and having to worry about running out either from lunch or from shopping because of the limitation on time. He believed the focus should be more on the impact on Town residents and local Town businesses that the Town should try to save. Requested information regarding how many parking tickets in the past year and the revenue over the past year. Mr. Boodheshwar indicate that information is not available for this conversation.

Mr. Belmar stated he heard this is not a revenue raising issue. If it is targeted to raise \$400,000 at a time when the Town is experiencing beneficially large anticipated increase in revenue, why are the rates being raised. Why not decrease the revenue from the parking rates. Mr. Belmar stated he has not heard what the driving force for any of this is, except for treating everything equally and in a time of rising revenues. The discussion the Council will be having with respect to what the real estate will be and how large it surges with the surplus that is going to generate. He noted there is a very significant part coming from parking revenue and certainly during the summer months when all the residents who are in Town parking for the most part are the ones who are being charged, coupled with the rates for parking tickets is something that he believes the Town should take into account and all this ties into another issue. The Town is turning into what some might consider a paid parking lot and then enforcing it rigorously? Mr. Belmar asked what has become of the ambience of the Town for the residents. Noted there is no free parking spaces left near Town Hall for people to come and attend a meeting of the Town Council. He suggested to slow down and urged the Town Council not to make a decision when the residents are not in Town.

Chair Crampton thanked Mr. Belmar for his comments and responded all needed to look at the situation as not just the parking fees. Chair Crampton continued with some examples. The Town is creating a centralized valet service, dealt with subsurface and surface lots and making those available. Chair Crampton indicated the Town is not solely revenue driven, there is a fact that everyone must deal with, which is there are more people coming to the Town and they are coming from outside of the Town.

Member Lindsay agreed with Chair Crampton and inquired as to how many placards on Sunrise Avenue and the 100 block were sold to residents. Mr. Boodheshwar indicated there were 25 placards allocated and all 25 were sold. Mr. Boodheshwar did not know if they were residents who purchased the placards.

Member Lindsay stated people park in one space and go to different businesses. Noted part of the issue is the beach parking, which has expanded and been pushed north. Suggested leaving Sunrise Avenue and the 100 block at \$5 and raise Midtown, this would be more incentive for people to go park in this area. Stated the area is already overcrowded and there is more police enforcement and more calls with more activity. There is a constant increase of pressure on the traffic and parking from the growth in the county. Member Lindsay noted we need to be careful and thoughtful of the residents who remain in the Town during the summer months.

Motion was made by Chair Crampton and seconded by Member Lindsay to send to Town Council for review and approval of the revised rate schedule, which increases most rates but lowers the hourly rate at Phipps Ocean Park. On roll call, the Motion passed unanimously

- B. Review Draft Ordinance to Amend Chapter 134, Article I to Permit Supplemental Off-Site Shared Parking in Surface Lots and Parking Garages not Directly Adjacent to Residential Properties

Paul Castro, Zoning Administrator

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

Paul Castro, Zoning Administrator, noted April 8, 2020, the Town Council directed staff to draft a zoning text amendment which would allow commercial property owners to share their parking lots. The intent was to encourage optimal use of these parking lot facilities in order to help alleviate traffic and parking problems that have occurred in season throughout the Town. What was done was hours were limited. Because of this concern, the lot would only be used during daylight hours from 8 a.m. to 6 p.m. The parking would still have the same requirements or conditions, which could not be used for the supplemental parking to create a more intense use or a new use which would require or generate more parking based upon the code. Mr. Castro stated the Ordinance modified the definition for supplemental parking to include surface enclosed, partially enclosed or roof top parking facilities. In addition, staff believed this would sunset by March 13, 2023. This is a trial period. The permitted uses within the commercial districts for supplemental parking are allowed by special exceptions. This would be allowed by permitted use. Mr. Castro stated, what this does is open up all parking lots in CTS, CWA and COPI for supplemental offsite parking. This

does not open up the 100 block of Royal Palm Way that is CB, which is supplemental parking and was never permitted in that district. There were concerns the Palm House on the south side of Royal Palm Way was using the Wachovia parking lot for their events, because it was such an intense use, also in the CPC district where the supplemental parking was not permitted before. Mr. Castro noted the sunset provision was still in the code, it was moved to the end of the session.

Chair Crampton agreed with the sunset clause and was glad to see the language was clear regarding intensification. There was no desire to allow an increase use of property given the opening that is provided by the statute. Noted the hours of 8 a.m. to 6 p.m. was reasonable. Chair Crampton was not clear on the definition of next to residences.

Mr. Castro responded almost every parking lot within the Town abuts residential uses.

Member Lindsay made some comments regarding inconsistencies in the wording, which concerns her. She believes the Town Attorney needs to make sure the language is consistent, what is allowed, and the intent.

Mr. Castro responded, the way the Town of Palm Beach Code reads today, states the businesses can only have supplemental parking, but only if they have all the required parking first. None of the existing businesses in the Town have all of the required parking, which is required in the code. There needed to be an exception provided in the code. Mr. Castro explained the way in which it was intended to read is that you can have supplemental offsite parking for an existing use, without having the required parking onsite first. Mr. Castro stated what staff was trying to say was the business does not have to halt all of the onsite parking to do supplemental offsite parking. As a permitted use, however, there is a provision in the code, as well, which says the business cannot expand or intensify the use using supplemental parking. If the business wanted to expand, it would not be supplemental parking it would be required parking. He explained the difference between supplemental and offsite parking.

Mr. Boodheshwar stated the way in which the code is presently written gives individuals the ability to do business with someone who owns a lot and wants to sell spaces. There may be situations where an entity wants to buy some spaces for their employees. The code needs to be modified to allow the entity to go and rent out spaces. Instead of individual transactions there would be only one transaction.

Mr. Castro agreed, and stated without having Council approval. Today the business is required to get special exception approval, if not they are non-compliant.

Chair Crampton stated the Town wanted to make that a matter of right. Mr. Castro responded, the Town is making all supplemental offsite parking a matter of right. But, he stated, there with a caveat, if there was a need to intensify use or create a new use that is required more parking the business would need to come before Council to receive approval.

Member Lindsay stated the language needed to be tweaked.

Public Comment: None

Motion was made by Chairman Crampton to make a recommendation to have the Town Attorney review the language and clean up any ambiguity and expand the ordinance to include offsite lots. Motion seconded by Member Lindsay. On roll call, the Motion passed unanimously.

- C. Discussion regarding. (1) Hours of Enforcement, (2) Maximum Hours Permitted in Paid Parking Areas, (3) Seasonal Parking Regulations, (4) Completion of Evening Hours Parking Study

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. Mr. Boodheshwar provided a spreadsheet with the parking enforcement and time limits information Mr. Boodheshwar stated the hours of parking enforcement varied throughout the Town. He noted some streets are "enforced" 24/7, while others are limited to Monday – Saturday for partial hours each day. The Parking Enforcement Unit works seven days a week, year-round. Three (3) full-time (FTE) employees are approved for this unit (we currently have 1 vacancy), which is supported by four (4) contracted positions (we currently have 2 vacancies). Parking Enforcement works from 7:00 a.m. to 10:00 p.m. everyday. Parking Enforcement also serves as school crossing guards, averaging 153 hours per year to fulfill those duties. In addition, they averaged 499 hours directing traffic and 114 providing escorts. Mr. Boodheshwar stated there was a limit to the maximum number of hours which could be purchased in a paid parking area. The hours to be purchased vary from 2 hours up to 12 hours.

Member Lindsay stated she would like to begin the conversation, but she does not feel comfortable in making a recommendation. Stated she supports staff and understands there should be time limits. She encouraged consistency at the beach in the Midtown area. Noted, there has always been free one and two hour parking on Chilean and on the 200 block. She would like to see a more defined program.

Chair Crampton agreed. Commented some of focus should be on beach parking and time limits, homeowner's issues and neighborhood behavior. Phipps Park is isolated, but if the Town was going to allow 24 hour parking, there needs to be a conversation.

Mr. Boodheshwar noted this conversation is helpful. There should be consistency within the block.

Member Lindsay indicated the enforcement should be consistent.

Chair Crampton stated staff has been given some direction on how to proceed with the time as well

as the enforcement which is the key. There needed to be signage as well.

Mr. Boodheshwar responded staff will produce a report for presentation at a future meeting with a set of recommendations which will address hours of enforcement and address maximum times to be purchased.

Public Comment

Warren Belmar, 130 Sunrise Avenue, agreed with Chair Crampton to identify the problem before trying to impose a solution, if we are trying to normalize the rate and the hours. Please look at the Sunrise Avenue hours, he believes it is the only place in Town that goes from 6 a.m. to 10 p.m. Requested to harmonize this area as well.

Member Lindsay responded there was an issue with the Airbnb Hotel and the Palm Beach Hotel and the parking which takes place there. Many of the people will park for free all night.

Mr. Belmar stated he looks out the window, he does not see what was stated. He does not see people parking on the street who have rented the Airbnb as a bad thing. But, if this is something the Town was trying to discourage, he understood. Commented by doing this the Town is impacting all of the residents on that street, there are at least 240 units. Noted if the reasoning behind having the time set from 6 a.m. to 10 p.m. is to disadvantage people staying at the hotel, he said he was not in agreement as being the motivation for impacting everyone else.

Member Lindsay stated this was an issue which was raised. The residents did not have any available parking.

Chair Crampton stated the issues have been explored.

Mr. Boodheshwar indicated the next item for discussion was related to seasonal parking regulations and Parking Utilization Study. Staff intends to conduct a Parking Utilization Study during the evening hours of the off-season and peak season to assist in potential changes to the enforcement days and hours of existing regulations. Staff would like the BAC's input relative to the parameters of said study, including which months should be included and what time periods. Looking for two data points for time. Suggested 7 p.m. and the other 9 p.m., the off-peak in September then waiting until January or February to the peak season study.

Member Lindsay stated there is a different clientele in the evening versus during the day.

Mr. Boodheshwar responded he will work with staff to put together a program and prepare information over a couple of months, and submit to the BAC.

Mr. Boodheshwar stated the last issue was, should the Town of Palm Beach consider seasonal parking regulations. He explained during the off-season the Town has one type of regulation and during the peak season, when there is higher demand the Town would have another type of

regulation. Mr. Boodheshwar stated this does exist in other communities that has a seasonal nature.

Chair Crampton and Member Lindsay were in agreement to explore seasonal regulations.

Mr. Boodheshwar noted all items which were recommended will be advanced to the August 10, 2021 Town Council meeting.

B. ANY OTHER MATTERS - *None*

C. ADJOURNMENT

The Business and Administrative Committee Meeting was adjourned at 11:33a.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

Date

Transition to Paid Parking in Palm Beach

The image shows a hand holding a smartphone displaying the ParkMobile app. The app screen shows the ParkMobile logo, the text "App Downloaded! Account Setup!", a yellow checkmark in a circle, and a black button that says "READY TO PARK!". To the left of the phone is a large digital sign for ParkMobile. The sign has a black top section with "zone #" and the number "2345" in white, followed by the ParkMobile logo. The main body of the sign is green and features the text "Contactless Parking Payments". Below this is a section titled "Ways to Pay" with three options: "Download ParkMobile" (with App Store and Google Play logos), "Scan to Pay at ParkMobile.io" (with a QR code), and "Text 'Park' to 77223*" (with a "Park" button icon). At the bottom of the sign, there is a "Partner Logo" placeholder and contact information: "No smartphone? Call XXX-XXX-XXXX" and "Need help? Support.ParkMobile.io". A small disclaimer at the very bottom reads: "Message frequency will vary. Message and data rates may apply. Reply HELP for help or STOP to cancel. ParkMobile.io/privacy-policy • ParkMobile.io/terms-of-use".

zone #
2345

 **ParkMobile®**

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**Scan to Pay at
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**Text "Park"
to 77223***



*Partner
Logo*

No smartphone?
Call XXX-XXX-XXXX

Need help?
Support.ParkMobile.io

*Message frequency will vary. Message and data rates may apply. Reply HELP for help or STOP to cancel. ParkMobile.io/privacy-policy • ParkMobile.io/terms-of-use



Configuration



Community



Implementation





Configuration



Asset Light

- App-based paid parking using mobile devices
- A small number of strategically placed parking kiosks



Community



Residents

- Discounted parking
- Transaction fees



Community



Businesses

- Guest / customer parking
- Parking validation



Community



Businesses

Using a desktop computer, merchants can log into their ParkMobile accounts and pay for parking on behalf of their customers



Community



Businesses

Merchants can also purchase promotional codes they can provide to customers for free/discounted parking sessions



Implementation



Awareness

- Community outreach
- In-app notifications



Implementation



Transition

Staff recommends a comprehensive implementation rather than a phased-in approach



Questions