



TOWN OF PALM BEACH

Town Manager's Office

TENTATIVE -
SUBJECT TO
REVISION

BUSINESS AND ADMINISTRATIVE COMMITTEE MEETING

AGENDA

TOWN HALL
COUNCIL CHAMBERS - SECOND FLOOR
360 SOUTH COUNTY ROAD

Wednesday, December 8, 2021
9:30 a.m.

I. CALL TO ORDER AND ROLL CALL

Lew Crampton, Committee Chair
Bobbie Lindsay, Committee Member

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

IV. COMMUNICATIONS FROM CITIZENS

V. REGULAR AGENDA

A. Old Business

1. Proposed Expansion of 30-Minute Free Parking on Worth Avenue
Jay Boodheshwar, Deputy Town Manager

B. New Business

1. Proposed Modifications to Residential Permit Parking Expiration Date
Amy Wood, Assistant Finance Director
2. Discussion Regarding Marina-Related Parking and Plans to Minimize the Potential of Adverse Impacts to Adjacent 400 Block Streets
Jay Boodheshwar, Deputy Town Manager

VI. ANY OTHER MATTERS

VII. ADJOURNMENT

PLEASE TAKE NOTE:

The progress of this meeting may be monitored by visiting the Town's website (www.townofpalmbeach.com) and clicking on "Meeting Audio". If you have questions regarding that feature, please contact the Office of Information Technology (561) 227-6315. The audio recording of the meeting will appear within 24 hours after the conclusion of the meeting.

Disabled persons who need an accommodation in order to participate in the meeting 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.

TOWN OF PALM BEACH

Information for Business & Administrative Committee Meeting on: December 8, 2021

To: Business and Administrative Committee

From: Jay Boodheshwar, Deputy Town Manager

Re: Proposed Expansion of 30-Minute Free Parking on Worth Avenue

Date: December 3, 2021

STAFF RECOMMENDATION

Staff recommends the Business and Administrative Committee (BAC) approved the proposed conversion of twelve (12) 2-hour free parking spaces on the 200 and 300 blocks of Worth Avenue to 30-minute free parking.

GENERAL INFORMATION

At the October 7, 2021, BAC meeting, staff reported on the initial success observed with the conversion of sixteen (16) 2-hour free spaces on the 100 block of Worth Avenue to paid parking, along with the conversion of four (4) 2-hour free spaces to 30-minute free spaces. Discussion ensued regarding the conversion of additional 2-hour spaces on the 200 and 300 block of Worth Avenue to 30-minute free spaces to promote quicker turnover and better accommodate shoppers seeking short-term parking. The committee was receptive to converting 6 spaces on each block and asked staff to reach out to property owners on these blocks for feedback. The proposals outlined on the attached map are reflective of the feedback received and consistent with what staff would have proposed.

As discussed at the October meeting, we believe the conversion of some 2-hour spaces to 30-minute spaces will aid in space availability for quick consumer transactions, reduce traffic congestion, and reduce the availability of long-term parking that have been routinely used by employees for the benefit of customers instead.

Attachment

cc: Parking Committee

WORTH AVENUE

100 BLOCK



CURRENT

North Side: Paid parking @ \$6/hr (9 spaces); 2-hour (5 spaces); 30-minute (4 spaces); Loading zone (2 spaces)

South Side: Paid parking @ \$6/hr (7 spaces); 2-hour (20 spaces); Loading zone (1 space)

PROPOSED

North Side: No changes

South Side: No changes

200 BLOCK



CURRENT

North Side: 2-hour (23 spaces); Loading zone (1 space)

South Side: 2-hour (22 spaces); Loading zone (2 spaces)

PROPOSED

North Side: Convert six (6) 2-hour free parking to 30-minute free parking. See highlighted spaces above

South Side: No changes

300 BLOCK



CURRENT

North Side: 2-hour (24 spaces)

South Side: 2-hour (18 spaces); Loading zone (2 spaces)

PROPOSED

North Side: Convert six (6) 2-hour free parking to 30-minute free parking. See highlighted spaces above

South Side: No changes

400 BLOCK



CURRENT

North Side: 2-hour (8 spaces); RPP (10 spaces)

South Side: No parking

PROPOSED

North Side: No changes

South Side: no changes

TOWN OF PALM BEACH

Information for Business and Administrative Committee Meeting on: December 8, 2021

TO: Business and Administrative Committee

VIA: Jay Boodheshwar, Deputy Town Manager

FROM: Amy Wood, Assistant Finance Director

RE: Change in expiration date for Gainesville RPP plan

DATE: November 29, 2021

STAFF RECOMMENDATION

Town staff recommends the Business and Administrative Committee (BAC) direct staff to prepare an Ordinance for consideration by the full Town Council changing the effective year for the Gainesville residential parking plan (RPP) from a fiscal year to a calendar year.

GENERAL INFORMATION

The Town has two residential parking plans, Gainesville and Arlington; the Gainesville plan permits effective from October 1st to September 30th each year while the Arlington permits run January 1st to December 31st. We believe that changing the Gainesville plan to match the Arlington will provide the following benefits:

1. A January expiration date would be more convenient for seasonal residents since permits would not be expiring before they arrive in Town.
2. It is possible that more residents will be able to take advantage of the online permit renewal system by better aligning the renewal period with the season. Online login instructions are included in a mailed renewal notice to each person that has an active permit. Since receipt of this notice serves as the Town's proof that the person is still a resident at the property in question, those notices include an endorsement which prevents forwarding. Sending these notices in November instead of September should result in a higher likelihood of delivery.
3. Confusion regarding renewal periods for residents would be eliminated since all permits would be eligible for renewal at the same time. Currently, residents with parking permits that expire on December 31st are disappointed when they see the new parking permit colors but, they are told that they are not able to renew yet.
4. Elimination of the September 30th expiration date would make staff time more available for processing the large volume of security alarm registrations which renew on October 1st. It would also remove the need to operate with 2 different permit stocks at the same time.

In addition to changing the expiration date, we propose that we extend the renewal period from one month to two. Currently, permit renewals can be purchased starting on the 1st of the month in which the permit expires. If the expiration date of the Gainesville plan is changed from September 30th to December 31st, we propose that residents be allowed to apply for renewal beginning on November 1st. Extending the renewal period provides residents ample time and also provides staff the ability to process the additional permit volume. This operational change is included for your information since renewal periods are not delineated in the code. There are currently 1240 Gainesville permits and 1104 Arlington permits issued.

The Town's implementation of parking permit software which allows for online renewal requests, including the appropriate payment, has made it possible to recommend this change. Of the permits currently outstanding, 46% were purchased online which require less staff time to issue. We are hopeful that this percentage will increase over time.

The permits in question have recently been renewed/issued with an expiration date of October 31, 2022. If the committee recommends this change to the full Town Council, staff will prepare an Ordinance for first reading so as to expedite adoption. Implementation would require renewal of the current permits to be done in September 2022 but, the permits which would be issued for that year would be valid from October 1, 2022 through December 31, 2023 with each successive effective period aligning with the calendar year.

FUNDING/FISCAL IMPACT

A change in expiration dates will affect the timing of revenue. Assuming a transition as spelled out above, FY2023 revenue can be expected to be reduced by approximately \$41,000 (based on FY2021). This figure is not the full \$62,000 of revenue for the Gainesville permits which have been issued but, only that portion which was purchased within September.

cc: Parking Committee

TOWN OF PALM BEACH

Information for Business & Administrative Committee Meeting on: December 8, 2021

To: Business and Administrative Committee

From: Jay Boodheshwar, Deputy Town Manager

Re: Discussion Regarding Marina-Related Parking and Plans to Minimize the Potential of Adverse Impacts to Adjacent 400 Block Streets

Date: December 3, 2021

STAFF RECOMMENDATION

Staff recommends the Business and Administrative Committee (BAC) review the information provided below, relative to the existing on-street parking regulations near the Town Marina, including options for minimizing potential adverse impacts from the marina and park use to the adjacent 400 block streets of Brazilian, Australian, Chilean, and Peruvian.

GENERAL INFORMATION

As you are aware, the new Town Marina opened to seasonal and transient customers on November 1 and annual customers on December 1. The newly refurbished Lake Drive Park also opened to the public on November 1, attracting residents and non-residents alike to this beautiful public space. As expected, parking demand has increased in this area and the limited number of free 2-hour spaces provide few options for those who are not marina customers or a participant in the residential permit parking program (RPP).

At the April 13, 2021, Town Council meeting, the placard parking program was modified to include expansion in certain locations, but the elimination of 40 allocated placards on South Lake Drive to create new inventory for Town Marina customers, in lieu of expanding the marina parking lots, has created pressure on placard parking demand in this location. The areas where the program was expanded have proven to be well-received, but the loss of 40 placards on S. Lake Drive has contributed to the continued high demand for placard parking in the Mid-Town area.

Although staff believes that it is prudent to allow a bit of time to pass so that we may experience how the new marina and renovated park affects parking demands and traffic in the area before recommending policy changes, we'd like to present some options for addressing potential issues associated with higher parking demand. Below are some options we'd like to review with the BAC for possible implementation in the future. The BAC may have other ideas, which staff would be happy to discuss.

Expand Placard Parking on 400 Blocks to Minimize Turnover/Traffic with 2-Hour Spaces

As previously reported, the current Placard Parking Program is inclusive of 305 on-street placard allocations on various streets throughout the Town. There is a waiting list of 157 people who would like to participate in the placard program, with most interested in the areas between Worth Avenue and Royal Palm Way. The 400 blocks of Brazilian, Australian, and Chilean include free time-limited spaces as the underlying default regulation. The implementation of placard parking on these streets has the added benefit of minimizing the turnover of vehicles, which reduces noise and traffic, as vehicles in the placard program tend to stay in their on-street spaces for much longer periods than the posted time limits.

Parking after 6:00 pm in Marina Spaces on West Side of South Lake Drive

The current regulation for all spaces on the west side of South Lake Drive is Marina Parking Only. An option to consider is the implementation of free or paid parking in some of these spaces after 6:00 pm daily, as marina parking needs are expected to be less during the evening/overnight hours. In addition, it is possible that a limited number of spaces on the west side of South Lake Drive could be designated as Marina parking or paid parking seven days a week, on a first come first-served basis.

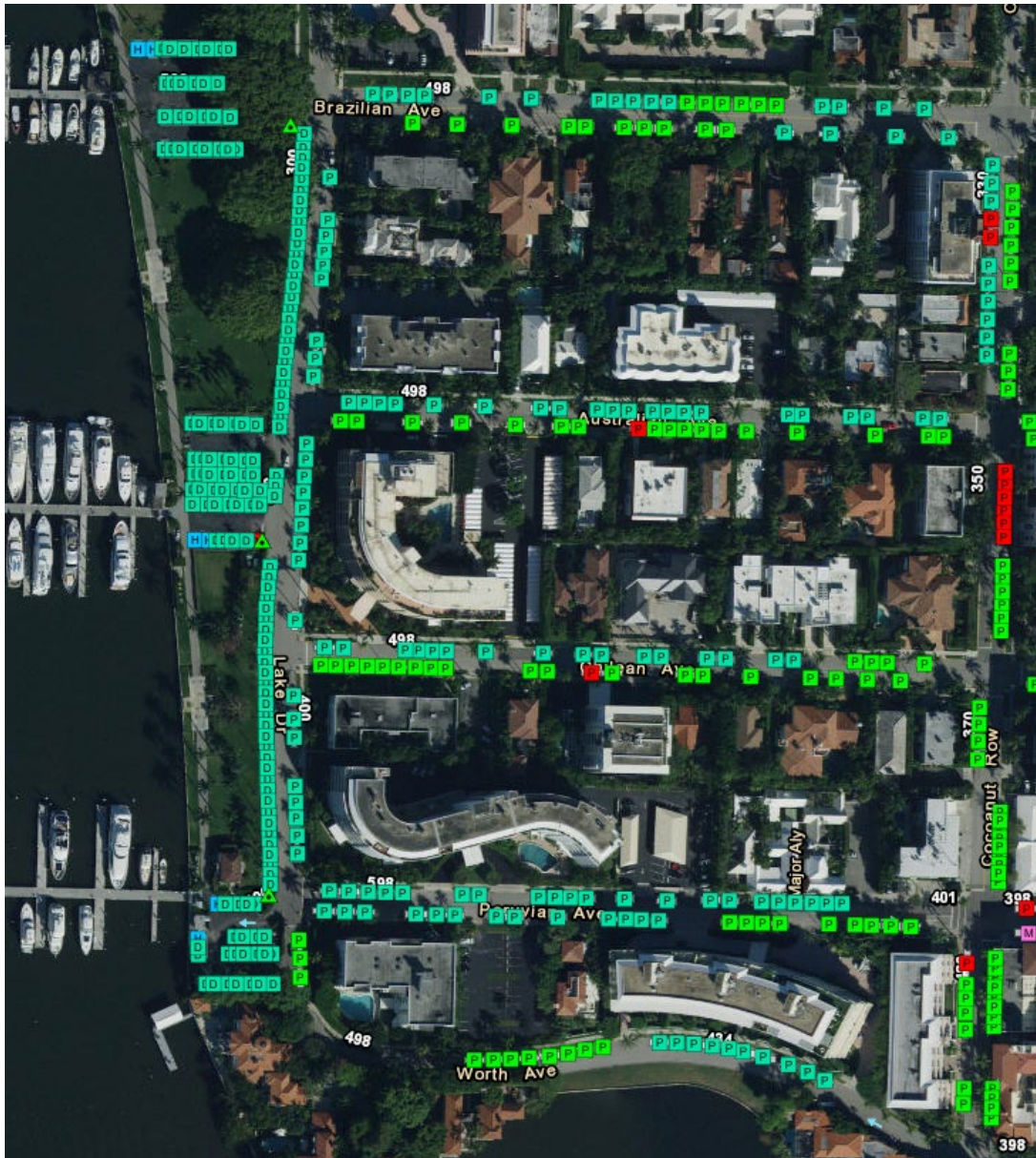
Consolidate RPP areas into a Singular Area for the Lake Blocks

Currently, there are 5 individual RPP program locations in this area, including programs on the 400 blocks of Brazilian, Australian, Chilean, Peruvian, and the east side of South Lake Drive. An option to consider is the consolidation of all 5 individual areas into 1 program area, which will give RPP program participants and visitors to park on any of these streets. Currently, some streets are used more than others, so this approach would give more flexibility to residents and increase the odds of accessing on-street parking for themselves and their guests.

Attachment

cc: Parking Committee

South Lake Drive and Adjacent 400 Blocks of Brazilian, Australian, Chilean, and Peruvian



Brazilian 400 Block

North Side: 2-hour free parking (6 spaces); RPP (15 spaces)

South Side: 2-hour free parking (10 spaces); RPP (4 spaces)

Australian 400 Block

North Side: RPP (21 spaces)

South Side: 2-hour free parking (17 spaces); loading zone (1 space)

Chilean 400 Block

North Side: 2-hour free parking (3 spaces); RPP (17 spaces)

South Side: 1-hour free parking (19 spaces); loading zone (1 space)

Peruvian 400 Block

North Side: RPP (21 spaces)

South Side: RPP (22 spaces)

South Lake Drive

East Side: RPP (26 spaces)

West Side: Marina parking only (@ 60 spaces)