



MINUTES
DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEETING
RESCHEDULED
Tuesday – July 11th, 2022 – 12:00 NOON
Downtown Development Authority
350 SE 1st Street, Delray Beach, FL

1. Call to order/Roll Call – 12:12 Noon

Members Present: Alan Costilo, Mavis Benson, Dr. John Conde, Vera Woodson.

Members Absent: Mark Denkler, Frank Frione, Rocco Mangel.

Staff: Laura Simon, Marusca Gatto, BJ Sklar, Liliana Fino, Suzanne Boyd.

Guests: Sara Maxfield, Karen Way, Lisa Nisenson, Jeff Costello, Julian Gdaniec, Christian Prakas, Anthea Gianniotis.

Zoom: Jane Glatz, Judy Giovino, Sgt Chris Trapasso, Jeff Dash, Amy Alvarez, Stephanie Immelman, Bruce Leish, Gina Carter, Lori Lucas, Rebecca Dasari, Vera Woodson.

2. Agenda: Changes & Additions

Motion by Mavis Benson, seconded by John Conde, to approve the agenda with the addition of "OSS Site Activation discussion" item as 9A. Motion carried through a roll call vote (4-0). Rocco Mangel, Mark Denkler and Frank Frione were absent.

3. Approval of Minutes

A. Regular Board Meeting Minutes of June 21, 2022

Motion by Mavis Benson, seconded by Vera Woodson, to approve the Minutes as presented. Motion carried through a roll call vote (4-0). Rocco Mangel, Mark Denkler and Frank Frione were absent.

4. Financial Report

A. Financial Report for June 2022

Checking	\$1,637.36
Money Market	\$546,421.77
Total Checking	\$548,059.13

Total Revenue \$1,312,396.58

(Ad Valorem Taxes & Interest NET \$3,886.05)

Total Expenses:	\$1,064,481.00
Business Development:	\$679,952.00
Office/ Administrative:	\$384,529.00

Net Income for Year: \$247,915.00

J C

Motion by John Conde, seconded by Vera Woodson, to approve June 2022 Financial Report as presented. Motion carried through a roll call vote (4-0). Rocco Mangel, Mark Denkler and Frank Frione were absent.

5. Public Comments and Delray Beach Partner Reports (City, CRA, Chamber, etc.) – Comments limited to 2 Minutes

Public Comments by City Partners:

- Report by Sgt. Chris Trapasso, Delray Beach Police Department Sergeant,
- Report by Stephanie Immelman, Delray Beach Chamber of Commerce, Chief Executive Officer.

6. Development Services: Downtown Delray Beach Site Plan review and approvals:

A. 314 NE 3rd Avenue - Class III Site Plan - Jeff Costello

Mr. Jeff Costello (JC Planning Solutions LLC, AICP, FRA-RA) presents item 314 NE 3rd Avenue - Class III Site Plan.

Mr. Alan Costilo inquires if the parking requirements are met on this proposal, especially for future employees for the office space being proposed.

Mr. Jeff Costello answers that all parking is as per regulations, seeing that the change of use being proposed (warehouse to office) does not require additional parking. The only change regarding parking to be executed, to meet the regulations is to create an access to the parking spots from the walkway through a dropdown (the residential parking is set to be in a two-car garage, inside the building) and make the parking ADA compliant.

Mrs. Vera Woodson inquires about the need for the landscape waiver (the applicant is requesting a landscape waiver to reduce the landscape barrier between the parking area and side property line on the south side).

Mr. Jeff Costello answers that this waiver is requested by the applicant to fulfill the applicants needs for the site.

Mrs. Mavis Benson suggests some artwork to be added on the south wall, to make it more compatible with the surrounding buildings and with the area on focus, the Arts District.

Mr. Jeff Costello responds that we will communicate this suggestion to the applicant.

Motion by John Conde, seconded Mavis Benson to approve the 314 NE 3rd Avenue - Class III Site Plan as presented. Motion carried through a roll call vote (4-0). Rocco Mangel, Mark Denkler and Frank Frione were absent.

B. Parking and Curbside Management DRAFT Plan – City of Delray Beach

Ms. Lisa Nisenson (WGI, Vice President) presents the Parking and Curbside Management DRAFT Plan.

Mrs. Vera Woodson suggests that important points to be tackled first regarding parking matters should be to reinstate the connection between the Delray Beach downtown area and the Tri-Rail train station as well as to improve lighting on the parking lot behind the Public Library. She explains that the public lot behind the Community Redevelopment Agency is fairly used on a regular basis, but not the one behind the Library, seeing that is very poorly lit at dusk and night times make it unsafe for users to park (It is a reasonably big lot that can hold 162 surface parking spots).

Mr. Alan Costilo mentions that despite technologic improvements are of extreme importance in the resolution of parking issues in Delray Beach, time as shown that the City spends a tremendous amount of time to implement any new technology improvement. Therefore, the fastest solution to parking issues would be the creation of more parking structures. Also, to keep parking rates low (instead of increasing them) is an incentive for the patrons to visit the downtown area. Another important subject regarding parking in Mr. Alan Costilo's opinion is that required parking rates for new developments should be revisited and possibly increased.

Mr. John Conde agrees with Mr. Alan Costilo suggestions.

Ms. Anthea Gianniotis (City of Delray Beach, Development Services Department, Building, Planning & Zoning Division, Director, AICP) reports that according to the studies made to from the presented plan, there is no lack of parking in Delray Beach. What, in fact, exists is a lack of knowledge from the public on where to park. She adds, also, that most of the private parking structures are never fully used. On that matter, the visitors would greatly benefit from a partnership between the public and private parking management organizations to create a common digital platform that entails all the parking structures available at any given time.

Mr. John Conde inquires Ms. Lisa Nisenson about the top three priorities amongst all the points of focus mentioned on this plan.

Ms. Lisa Nisenson answers that the top three priorities should be as follows:

- Gather City organizations with property and business owners as well as employees' representatives to perceive where should be the employees parking locations should be placed,
- To implement new technological features and to do so by phases,
- To calibrate the time limits for parking in the different lots.

Mrs. Vera Woodson points out that it is important to review parking rates and time limits according to statistical usage rates during high season versus low season and according to statistical times of daily usage. She mentions that during low season, merchants find it useful to keep parking fees free or low to encourage visitors to visit their stores.

Mr. John Conde agrees that parking fees should be adjusted according to the demand.

Mr. Alan Costilo inquires about if building a parking lot such as the Gladiola Lot would be cheaper today than the cost at the time (2012).

Ms. Anthea Gianniotis answers that it would be more expensive today. She, also, observes, that, as of now, the funds originated from the public parking lots fees are not enough to cover the maintenance of those lots.

Ms. Sara Maxfield (Office of Economic Development Department, Director) observes that since the parking studies indicate that there is no lack of parking in Delray Beach, there is no valid justification for the construction of a new parking lot. Also, she agrees on the fact that communicating to the visitors the location of the available parking spots at any given time is the key to solve the current parking issues.

Mr. Alan Costilo inquires about the status on the Wayfinding Signage Project.

Sara Maxfield answers that the FDOT (Florida Department of Transportation) permits were just received.

JC.

Motion by Vera Woodson Drafted Parking and Curbside Management Plan with the recommendations of prioritizing the following points:

- Revisit rates and times limits for lots and garages, to raise or lower them according to seasonal and statistical times of daily use
- Ensure all funds sourced from parking rates are reinvested on parking infrastructures and matters
- Motion carried through a roll call vote (4-0). Rocco Mangel, Mark Denkler and Frank Frione were absent.

Motion recalled.

Ms. Anthea observes that if all the funds originated from the parking fees would be reinvested in parking matters only, probably residents' taxes would have to be raised (as of now, only the funds originated from the *In-lieu* parking fees are being reinvested in parking matters).

Mr. Alan Costilo agrees with Ms. Anthea's suggestion on the fact that that coordinating public and private parking resources on a common management application would greatly help solving the parking issues. Furthermore, he suggests delaying the execution of the Wayfinding Signage Project, so it can include, apart from the public parking lots, the private parking lots also.

BJ Sklar emphasizes that communication is key, as many guests (including locals) visiting the Visitor Information Center do not know about many of the existent options for parking (naming the Federspiel Parking Garage and 4th and 5th Delray as two of them). Also, she adds that seeing that public and private parking lots have different payment systems (such as the Delray Beach Parking Garage versus the Old School Square Parking Garage) that compels guests to prefer parking at certain locations in detriment of others.

Mrs. Mavis Benson agrees with Mr. Alan Costilo that required parking rates for new developments should be revisited and possibly increased.

Ms. Anthea Gianniotis observes that that Delray Beach's parking regulations for new constructions are similar to other's cities regulations.

Motion by Alan Costilo, seconded by Vera Woodson to approve the Drafted Parking and Curbside Management Plan with the recommendations of prioritizing the following points:

- Downtown Employee Program
- Wayfinding 2.0
- Revisit rates and times limits for lots and garages, to raise or lower them according to seasonal and statistical times of daily use
- Periphery Parking
- Better Programming
- Upgrading of lighting on the Public Library Parking Lot
- Ensure all funds sourced from parking rates are reinvested on parking infrastructures and matters

Motion carried through a roll call vote (4-0). Rocco Mangel, Mark Denkler and Frank Frione were absent.

7. OLD Business

A. DDA June Team Recap Report – DDA Team

Mrs. Marusca Gatto reports on June initiatives regarding Placemaking and Economic Vitality.

Mrs. BJ Sklar reports on June activities at the Visitor Information Center.

Ms. Suzanne Boyd reports on June Events and upcoming events, local marketing initiatives and tourism marketing initiatives, email marketing initiatives, social media and website results, and public relations initiatives.



JC.

B. DDAFY22/23 Millage levy – review to reduce the millage rate – L. SIMON

On the previous Board meeting the DDA Board approved the mill levy for the FY22-23 at the rate of One Mil. Meantime, Mrs. Laura Simon suggested lowering it.

According to Mr. Alan Costilo (DDA Board member as well as business owner) the mill levy should not be lowered as it does not represent a big difference on the taxes for the businesses/ property's owners' taxes, but it represents a significant improvement of funds for the DDA organization than can be applied in the future in to be applied on in new initiatives or improve ongoing ones.

It is the DDA board consensus to keep the DDA FY22-23 Tentative One Mil Tax Levy at one as approved at the June board meeting.

8. NEW Business

B. DDA FY22/23 Priorities – L. Simon

Mrs. Laura Simon presents item "8B. DDA FY22/23 Priorities". This item will be further discussed at the August 8th DDA Board of Directors Meeting.

2:26 pm – Vera Woodson leaves.

9. Non-Agenda Items

A. OSS Site Activation discussion

Mr. Alan Costilo states that during the Old School Square - Public Charrette Workshop held on Thursday June 23, 2022, the public reported consensus on keeping the site running with the same previous functions. Half year past since Old School Square Organization closed and all solutions worked out by the City did not see fruition. He emphasizes that this is a urgent matter, as this site is the heart of Delray Beach Downtown area and that perhaps the DDA could start to reactivate this site and transfer the management of this site, further ahead, to a separate corporation.

Mrs. Mavis Benson adds that as possibility the DDA could start by inviting some of the Old School Square previous operators as they know the functions already.

Mr. John Conde adds that building a non-profit to manage the site is an option also.

2:39 pm – John Conde leaves.

Mr. Alan Costilo observes that the new Team running the site will need to comprise at least one manager for each one of the different site functions (theater, classes, museum, open-air event space, indoor event space).

10. Board Comments

There were no board comments.

11. Adjournment

The meeting was adjourned at 2:48pm through a **Motion** by Mavis Benson, seconded by Vera Woodson. Motion carried through a roll call vote (3-0). Rocco Mangel, Mark Denkler, Frank Frione, and John Conde were absent.

Respectfully submitted,
Liliana Fino



John Conde, DDA Secretary



8.8.2022
DATE