

CITY OF ST. AUGUSTINE  
Parking and Traffic Committee  
May 22, 2008

The Parking and Traffic Committee met in formal session at 8:30 a.m., Thursday, May 22, 2008 in the Alcazar Conference Room, Lobby C, 3<sup>rd</sup> Floor at City Hall. The meeting was called to order by Chairman, Daniel Sullivan and the following were present:

**1. Roll Call**

Daniel Sullivan  
David Toner  
Phil Moan  
Ken Bryan  
Nancy Sikes-Kline  
Christine Smith  
Len Weeks  
Les Thomas  
Gerry Dixon

**Excused:**

Richard Pinto  
Ken Russom, Designee, Flagler College

**City Staff:**

John Regan, Chief Operations Officer  
Ron Brown, City Attorney  
Carly Mason, Recording Secretary

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**2. APPROVAL OF MINUTES –April 24, 2008 Regular Meeting**

Mr. Regan reported the following changes to the minutes:

Page 2, Mr. Toner clarified that it should read “Bus that unloaded on Cordova was blocking traffic”.

Page 2, left column, Mr. Sullivan said Susan Burk requested the time change, should state *around the Plaza*.

Page 2, third paragraph, Ms. Sikes-Kline questioned speed bumps. She was wondering if they had a program for rubber speed bumps. She said they were located on Masters Drive. She said the city had a program for asphalt bumps not rubber.

Mr. Regan replied they had not used the rubber speed bumps, as the cost was more.

Ms. Sikes-Kline reported that her name was misspelled at the end of page 2.

Mr. Toner voiced concern about the draft minutes, and requested a disclaimer on the minutes.

Page 4, second paragraph, Mr. Sullivan said it should read Eric Johnson handled the meters on the mission grounds, and he thought the installation of the meters was a good idea.

**Mr. Toner MOVED to APPROVE the minutes of the April 24, 2008 Parking and Traffic Committee Meeting as amended. The motion was Seconded by Mr. Moan and APPROVED by UNANIMOUS VOICE VOTE.**

**3. Report by John Regan**

Mr. Regan said the Master Plan would be discussed. He distributed a brochure that

was given to bus drivers. He also provided handouts that tracked revenue for the parking garage, (prime function was to hold the peak load of the community). He said the garage functioned as intended, and they were aggressively marketing for employees to park in the garage.

Mr. Regan explained the CRA by stating that normally 50 cents of tax revenues went to the county, and 50 cents went to the city, but with the CRA fund the 50 cents that went to the county would go to the CRA Fund. He said a copy of the TIF document was also sent out to the commission, and he provided a copy to the board. He said the PAT Committee created the Parking and Traffic Master Plan, which consisted of one page. He gave an overview of the items to be worked on:

- Maintain parking structure
- Pedestrian sidewalks
- Enhance pedestrian areas and streetscape
- Signage
- Road surfaces

Mr. Regan said the two areas of focus were the Visitor Information Center, and historic downtown parking areas. He said that over a 10 year period the city had lost 400-500 parking spaces. He gave examples of expansion lots such as Desoto Place, and the Bass Cab lot located off of Granada Street.

Mr. Regan stated that Mark Knight had taken over the details of the signage project. He said that a \$100,000 grant was available, but not until summer.

Mr. Regan said that the Abbott Tract was the next area that would be looked at for the parking situation and residential parking permits, and they would be conducting a block segment survey. He said the Shenandoah Street parking issues had created a one way street, and as a result of the survey they decided to remove the on street parking, except in front of the bed and

breakfast. He added that they were also implementing meters on the bayfront.

Mr. Sullivan questioned if there was a timeline for the bayfront meters.

Mr. Regan replied it should be anytime.

Mr. Sullivan requested that they reduce the CRA to simple terms. He read an article from the Lincolnville Whistle and questioned whether Lincolnville was in the CRA geographical area. He also questioned how the CRA revenue was dispersed.

Mr. Brown explained, from the handouts and reports Mr. Regan supplied, that the garage was performing in the way it was intended.

Mr. Toner said property owners paid taxes and the money would have gone to the county, but with the CRA the tax money currently went into the CRA fund for the specified area. He noted that the residents were not paying additional taxes.

Mr. Weeks explained that the Lincolnville letter that was presented to the committee suggested that the CRA revenue would not be used in Lincolnville. He said that part of the revenue would be used for reconstruction of Riberia Street (up to Bridge Street located in CRA geographical area).

Mr. Regan said that the work on Riberia Street was in the process, and work would be completed to Bridge Street.

Ms. Sikes-Kline said her understanding of the CRA was that it was for commercial and some residential use. She said that some comments had been made about million dollar homes. She said she had done some research on community development and had created a worksheet for community redevelopment process and a form for tax increment financing that would be provided to Mr. Regan and the committee members.

Mr. Regan described the boundaries as mostly commercial with two points that went from the San Sebastian project to the Casa Monica Hotel. He said the tax boundary was set based on 1999 numbers, which was one hundred million dollars. He mentioned that the Casa Monica Hotel had a five year conversion on taxes for historic preservation, after which the figures went up to \$150 million in 2003. He said it generally created 50 cents for the county, 50 cents for the city, and the 50 cents from the county would be applied to the CRA fund. He said the projection was 25 years before the CRA fund would be at \$52 million, and the city had borrowed \$25 million to remodel the VIC and to build the parking garage. He said two revenues were in place for repayment. He said it would be a combination of the CRA fund and the money generated from the parking meters and parking garage.

Ms. Sikes-Kline questioned whether the CRA was state regulated, and Mr. Regan's response was affirmative.

Mr. Toner questioned whether the money could be bonded, and what the cost would be.

Mr. Regan's response was affirmative, and He said it would be roughly one million dollars per year. He said that two things were taken in account for using the rate of a dollar, and the proportion that they consumed was 50 percent of a dollar. He said they were using 10% to 13%, and they would have more promotions for the park-now card. He added that the first few years of the CRA they were way ahead of schedule, but currently with the San Sebastian project slowing down, they were on schedule.

Mr. Sullivan said the committee felt comfortable with the CRA, but the general public was not familiar with it. He suggested sending out a letter maybe with the water bills explaining how the CRA worked.

Mr. Regan suggested that they could hold a public workshop.

Mr. Toner said he felt that the garage had been a success.

Mr. Regan said the 450<sup>th</sup> birthday could possibly incorporate some of the issues from the PAT committee. He said he would like to include some staff recommendations for the 450<sup>th</sup> birthday meeting and go over them with the Parking and Traffic Committee to brainstorm ideas.

Mr. Toner said the committee should really have a sense of where they were going in the next 10, 15, to 20 years.

Mr. Dixon said that years ago when the city was looking for parking spaces they bought parking from Flagler College located near Cordova and Spanish Streets. He said that currently they had a parking garage within 100 feet of the parking lot, and he would like to see a redevelopment plan issued for that lot.

Mr. Regan said that the University of Florida was conducting a downtown strategic master plan.

Mr. Sullivan commented that UF would set up a timeline, and move forward with the survey. He suggested incorporating the vision of St. Augustine with the 450<sup>th</sup> birthday celebration.

Ms. Sikes-Kline commented that UF would show how transportation, parking, and traffic were integral parts of the survey. She concluded that the survey was planned to go as far as U.S. 1.

Mr. Regan said a steering committee had been created. He said UF received \$300,000 for research of the demographic plan in the downtown corridor, and the deadline was February 2009. He said that being on the steering committee he could share recommendations from the Parking and Traffic Committee. He said there had

been some suggestions for closing some streets and having off-street parking.

## MOTION

**Mr. Sullivan MOVED to recommend that within the terms that are understandable by the populous as a whole, that they explain the CRA, where it was physically located, how the money was spent and why it was done. Motion Seconded by Mr. Moan and approved by a UNANIMOUS VOICE VOTE.**

Mr. Regan suggested a brainstorming session for updating the master plan. The committee suggested the following:

- Close urban streets to traffic
- Crosswalks
- Define crosswalks
- Pedestrian friendly within the wall of the city with parking outside the wall
- Focus on pedestrian issues
- Orange Street Crossing
- Next Structure (Parking Garage)
- Southside needs (Parking Structure)
- Scooter parking
- Walk-ability Master Plan
- Information kiosk
- Address garbage pickup and delivery trucks
- Bicycle racks
- Push signage
- Tourist movement
- Water fountains
- Streetscape improvements such brick streets, benches, landscaping, and lighting
- Readdress the Bayfront FDOT corridor

### **3.A. Discussion Regarding Trucks in the Historic Areas**

Mr. Weeks voiced concern regarding delivery trucks in the downtown area. He said that delivery trucks blocked access to buildings, created noise while idling and caused damage to balconies and signs. He

said the city had signs posted in downtown that stated "No trucks larger than eight feet wide, eight feet high, and 24 feet long allowed in the downtown area". He would like to see the committee issue some solutions for delivery trucks perhaps a specific drop-off point, or specific hours for delivery. He mentioned that some recommendation should come from the PAT Committee. He stated that one of the problems with the Bubble Room taking over the Faraway Places building was the concern about garbage and delivery vehicles.

Mr. Dixon commented that delivery trucks used to be smaller.

Mr. Weeks said that he would like the matter to be addressed. He also commented that the trucks were tearing up the roads and signage. He provided pictures to the committee members showing delivery vehicles and damages.

Ms. Sikes-Kline wanted to know if the city had a concurrence plan.

Mr. Brown replied that in the historic area their really was not any plan available.

Mr. Weeks suggested further discussion in the future.

Mr. Regan asked if the city had a time limit for morning delivery.

Mr. Weeks said the deliveries truck in the afternoon parked for 30 minutes or longer. He used the Bubble Room as an example, because he felt it would create a lot of truck traffic considering it would be a 150 seat restaurant.

Mr. Dixon pointed out that some delivery trucks would not deliver if restrictions were placed on them.

**5. Other Business**

(None)

**6. Discussion Topics for Subsequent Meeting**

(None)

**7. Next scheduled meeting – June 26, 2008**

(So acknowledged)

**8. Adjournment**<sup>1</sup>

There being no further business, the meeting adjourned at 10:09 a.m. <sup>2</sup>

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<sup>1</sup> This document is an unapproved draft of the minutes of the meeting held on the date indicated. As such, the minutes shall not be considered final or accurate until formal approval of the minutes at a duly noticed meeting of the committee at which a quorum is present.

<sup>2</sup> Transcribed by Carly Mason